

Personnel Committee

11 July 2024



Reading
Borough Council
Working better with you

Title	Membership of the Local Joint Forum
Purpose of the report	To make a decision
Report status	Public report
Report author	Kathryn Cook, Assistant Director HR&OD
Lead Councillor	Councillor Emberson
Corporate priority	Our Foundations
Recommendations	1. That Personnel Committee agrees to the proposed membership of the Local Joint Forum

1. Executive Summary

The Constitution of the Council sets out the role of the Local Joint Forum (LJF). This is regularly reviewed. The membership of the Local Joint Forum has not been reviewed since 2005 and is out of date – this paper outlines the changes to LJF membership – agreed by the LJF itself on 6th June 2024.

2. Policy Context

2.1 The Local Joint Forum's role – as set out in the current constitution - is as follows:

- (1) To establish and maintain regular methods of negotiation and consultation between the Council and its employees, excluding matters of individual discipline, grievance, promotion or capability.
- (2) To seek to prevent differences and resolve them should they arise, notwithstanding the fact that disputes are dealt with through the Council's Disputes Procedure.
- (3) To implement Agreements entered into by the relevant National Joint Bodies or Provincial Councils.
- (4) To refer matters to the relevant National or Provincial Council on any matter within the scope of the functions of that Council.
- (5) To consider and recommend in relation to any matters of interest, including matters referred to it by the Employers or Trade Union sides, or by the Divisional (or Directorate) Joint Forums.
- (6) To make recommendations to the Personnel Committee, or other Committees of the Council, Directorate Joint Forums or other relevant bodies.

(7) Where recommendations and representations are not accepted by the Personnel Committee or by other Committees of the Council the matters shall be referred back to the Local Joint Forum for further consideration. The Local Joint Forum shall then have the right to make further recommendations to the appropriate body.

(8) establish and maintain machinery for the promotion and encouragement of measures affecting the health, safety and welfare of the Council's employees, to receive reports and to make recommendations for appropriate action.

(9) Any other matters of collective bargaining including staff development, equal opportunities etc.

(10) To consider and make recommendations concerning the way services are delivered.

It is NOT proposed to make any changes to the above.

3. The Proposal

Following discussion at LJF on 6th June and subsequent discussions with the trades unions – including at the Joint Trade Union Committee on 19th June – the following list of trade union representatives to the Local Joint Forum is recommended to Personnel Committee for agreement:

- ASCL (Association of School and College Leaders)
- Prospect
- AEP (Association of Education Psychologists)
- GMB
- NAHT (National Association of Head Teachers)
- NASUWT (National Association of schoolmasters union of women teachers)
- UCU (University and College Union)
- NEU (National Education Union)
- UNITE THE UNION
- UNISON

Personnel Committee is asked to agree to the revised list of trades unions to be represented at the Local Joint Forum and to and to agree a quoracy of three trade union members and three Councillors.

4. Contribution to Strategic Aims

The Local Joint Forum meets regularly to ensure that there are formal methods of negotiation and consultation between the Council and its employees, excluding matters of individual discipline, grievance, promotion or capability.

Environmental and Climate Implications

None.

5. Community Engagement

Not applicable.

6. Equality Implications

Not applicable.

7. Other Relevant Considerations

None.

8. Legal Implications

The terms of reference of the Local Joint Forum are contained in the Council's Constitution which is regularly reviewed.

9. Financial Implications

None.

10. Timetable for Implementation

Immediately following Personnel Committee agreement.

11. Background Papers

There are none.

FINANCIAL IMPLICATIONS

The financial implications arising from the proposals set out in this report are set out below:-

1. Revenue Implications

Use this Table in the report or as an Appendix to set out the revenue implications:

	2023/24 £000	2024/25 £000	2025/26 £000
Employee costs (see note1)			
Other running costs			
Capital financings costs			
Expenditure			
Income from:			
Fees and charges (see note2)			
Grant funding (specify)			
Other income			
Total Income			
Net Cost(+)/saving (-)			

The net cost of the proposal can be funded from (specify service and approved cost centre budget).

Note 1: Specifying any one off early retirement and redundancy costs. With regard to early retirement costs set out capitalised pension cost and pay back period in a separate paragraph.

Note 2: In a separate table/appendix set out detailed fees and charges proposals and sensitivity analysis.

2. Capital Implications

Capital Programme reference from budget book: page line	2023/24 £000	2024/25 £000	2025/26 £000
Proposed Capital Expenditure			
Funded by			
Grant (specify)			
Section 106 (specify)			
Other services			
Capital Receipts/Borrowing			
Total Funding			

Note: where more than one option /proposal is being made it may be easier to set out the above information in an Appendix.

3. Value for Money (VFM)

Given the continuing need to demonstrate VFM please include evidence that the proposal offers VFM (eg benchmarking data)

4. Risk Assessment.

Include relevant comments around any key financial risks associated with the proposal(s)