

**PERTH AND KINROSS COUNCIL  
STRATEGIC POLICY AND RESOURCES COMMITTEE  
EMPLOYEES JOINT CONSULTATIVE COMMITTEE**

Minute of meeting of the Employees Joint Consultative Committee, held in the Council Chamber, 2 High Street, Perth on Thursday 26 September 2019 at 10.00am.

**Present:           Representing Perth and Kinross Council:**

Councillors Councillor H Anderson, D Illingworth (substituting for Councillor Lyle), McCall and S McCole (all Perth and Kinross Council); K McNamara (on behalf of Executive Director (Housing & Environment) and K Robertson (on behalf of Executive Director (Education and Children Services)).

**Present:           Representing Trade Unions:**

S Hope and L Roberts (both UNISON) and S Robertson (Unite the Union).

**In Attendance:** K Donaldson (Corporate Human Resources Manager), S Kinnear, S McLeod and L Brown (all Corporate and Democratic Services.

**Apologies:**       Councillor Lyle and B Nichol (UNISON).

S Hope in the Chair

**1.       DECLARATIONS OF INTEREST**

There were no declarations of interest in terms of the Councillors' Code of Conduct.

**2.       MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Employees Joint Consultative Committee of 30 May 2019 was submitted and approved as a correct record.

**3.       MATTERS ARISING**

**(i)       Health and Wellbeing (Item 3(i) refers)**

S McLeod advised the implementation date for the new procedures for Health and Wellbeing was 1 October 2019. Consultation continued with the Trade Unions on the new Framework. Training and support for Managers was currently being arranged. The new Framework promotes a positive wellbeing culture and encourages a flexible, person centred approach to wellbeing.

**(ii) New Employee Benefit Schemes (Items 6(ii) refers)**

K Donaldson provided an update on two new employee benefit schemes. The Annual Leave Purchase Scheme was now live on eric and available to all qualifying single status staff. The Scheme allows employees the opportunity purchase up to 2 weeks additional annual leave with the closing date for application for leave in 2020 being 15 October 2019. Any additional leave purchased will be deducted from the employee's salary in 12 monthly instalments. K Donaldson confirmed that Annual Leave Purchase Scheme was not available to Craft Workers who had their own local agreement in place.

A new low emission car benefit scheme which operates as a salary sacrifice arrangement is scheduled to be introduced in January 2020. This scheme will generate savings for the Council as well as support the Council's action against climate change.

**4. MYVIEW DEVELOPMENTS**

It was agreed that the update on MyView developments be deferred to the next meeting.

**5. EQUALLY SAFE AT WORK UPDATE**

S Kinnear provided an update on the results of the Equally Safe at Work Employee Survey which had taken place over an 8 week period in March and April 2019.

583 employees had completed the survey which was around 10% of the workforce. 83% of the respondents were female, 55% were office based, 19% were community based, 31% were line managers, 65% were full time employees, 69% were between 41-60 years of age and 92% were White Scottish or White British. S Kinnear advised the composition of the respondents reflected the Council's workforce profile.

S Kinnear advised that following the result of the survey and discussions which had taken place within the working group the key priorities moving forward are:

- To continue working to increase awareness of the Council's role as an employer in preventing gender based violence.
- To increase awareness among employees and line managers of the various former of gender based violence.
- To introduce written guidance for employees and managers
- To review current equalities policy and training to include gender based violence and the impact of domestic abuse
- To work with services across the Council and review local arrangements/practices such as lone working procedures.

S Robertson enquired if there was scope to include human trafficking within the priorities moving forward. In response K Donaldson advised that training has been provided across all Council Services in relation to human trafficking to raise awareness of the issue and to be more proactive.

Councillor McCole welcomed that Equally Safe at Work is being aligned with the Health and Wellbeing Framework.

It was agreed that a copy of the survey results be circulated to the members of the EJCC.

## **6. ROLE OF COMMITTEES**

K Donaldson referred to an officers meeting held in July 2019 at which the role of the Corporate Health, Safety and Wellbeing Consultative Committee, the Employees Joint Consultative Committee and the Joint Negotiating Committee for Teaching Staff had been discussed. At the conclusion of discussion, it had been agreed there was a need to carry out a review of the current structures of the 3 committees with the aim of modernising approaches, rationalising capacity and avoiding duplication of effort.

K Donaldson advised that the consent of all three committees was being sought to establish a short life working group. It was proposed the working group be comprised of the three committee Chairs and Vice Chairs and staff representatives to discuss potential recommendations for change. It was proposed that the group would report back to the committees in early 2020 with a final report being submitted to the Council's Strategic Policy and Resources Committee.

The Committee agreed:

- (i) The establishment of a Short Life Working Group.
- (ii) The Chair and Vice Chair of the Employee Joint Consultative Committee (EJCC) be appointed to the Working Group.
- (iii) To note that a report will be submitted to the EJCC early in 2020.

## **7. ANY OTHER COMPETENT BUSINESS**

### **(i) Voluntary Severance Scheme (VSS) 2019**

K Donaldson reported employees will be given an opportunity to apply for voluntary severance ahead of the changes to the Local Government Pension Scheme which take effect on 1 April 2020 and ahead of the agreed amendments to the Council's Retirement Scheme in respect of the award of added years. The deadline for receipt of applications for VSS will be 21 October 2019. K Donaldson advised that VSS has been a successful tool in facilitating workforce change and contributing to budget savings.

**(ii) Unison Local Government Conference**

S Hope reported that the Living Wage had been a topic of discussion at Unison's Local Government Conference. He commended Perth & Kinross Council on implementing the Living Wage as a consolidated rate for its employees in 2012, citing that many other local authorities had yet to follow this example.

**7. DATE OF NEXT MEETING**

28 November 2019 at 10.00am.