

Personnel Panel - 3 June 2004**JOINT STAFF CONSULTATIVE PANEL – REVISED CONSTITUTION****Report of the Head of Personnel and Payroll**

Statutory Powers: Local Government Act 1972

Financial Implications: None

Recommendation

It is recommended that the Personnel Panel **RESOLVES** to agree to the revised constitution of the Joint Staff Consultative Forum (Follaton House) as detailed in this report and in the attached draft document.

Background

1. The current Joint Staff Consultative Forum (JSCF) for Follaton House has operated since 2001 and has proved to be a successful Forum for the debate of relevant issues and exchange of ideas between Staff and Management.
2. Although the Forum has been successful over the past three years it is felt that changes need to be made to reflect the impact made upon the Council by the recent Management Change.
3. Consequently It is felt by both Staff Representatives and Management that this an appropriate time to review the constitution of the Forum and particularly its Membership arrangements. Incidentally the JSCF (Follaton House) is one of three designated staff forums, the other two forums represent employees who work in Leisure Centres and the Operations Team. This arrangement has grown out of the differing operational needs of the distinct service areas and also reflects the difference in some of the terms and conditions that apply to staff in these areas. Finally staff at Salcombe Harbour have the option to nominate a representative to serve on the Follaton House Forum because of the similarities of their terms and conditions.

Proposed Changes

4. Changes in Staff Membership have been proposed to ensure that each of the fourteen Service Areas are properly represented.
5. It is further proposed that the Forum be established on a more formal basis, particularly in terms of its administration and conduct of business. These proposals aim to raise the Forum's profile with in the Council.
6. The review has also looked at the role of Elected Members on the Forum and it is suggested that two Members, namely the Leader of the Council and the Chairman or Vice Chairman of the Personnel Panel, be invited to be ex-officio members of the Forum. This arrangement will ensure Member representation at future meetings of the Forum.

7. These proposals are contained in the Revised Draft Constitution that is attached to this report.

The Next Stage

8. Subject to the approval of the revised constitution, the current Forum will be dissolved and elections held to appoint new staff representatives to serve for the agreed period of two years.

Risk Assessment

9. There are no discernible risks arising from the contents of this report.

Human Rights Act

10. There are no issues under the Human Rights Act relating to this report.

Reg Hambly
Head of Personnel and Payroll

Personnel Panel
3 June 2004

Background Papers: None