



WATCH LIVE
on MK Council's YouTube channel
www.youtube.com/MiltonKeynesCouncil



JOINT NEGOTIATING COMMITTEE (EMPLOYERS')

When: Monday 12 July 2021
on conclusion of the Joint Negotiating Committee

Where: Council Chamber
Civic, 1 Saxon Gate East, Milton Keynes, MK9 3EJ
<https://www.youtube.com/user/MiltonKeynesCouncil>

Members of the Committee

Councillor Middleton (Chair)
Councillors Bowyer (Vice-Chair), Carr (Vice-Chair), Darlington, Hosking, Imran,
 Montague and Wallis

Enquiries

Please contact Jane Crighton, Committee Manager, on 01908 252333 or
jane.crighton@milton-keynes.gov.uk

This agenda is available at <https://milton-keynes.cmis.uk.com/milton-keynes/Committees.aspx>

Health and Safety

Please take a few moments to familiarise yourself with the nearest available fire exit, indicated by the fire evacuation signs. In the event of an alarm sounding during the meeting you must evacuate the building immediately and follow all instructions provided by the fire evacuation officer who will identify themselves should the alarm sound. You will be assisted to the nearest designated assembly point until it is safe to return to the building.

Mobile Phones

Please ensure that your mobile phone is switched to silent or is switched off completely during the meeting.

Agenda

Agendas and reports for the majority of the Council's public meetings can be accessed at: <http://milton-keynes.cmis.uk.com/milton-keynes/>

Wi Fi access is available in all Civic meeting rooms.

Recording of Meetings

The proceedings at this meeting may be recorded for the purpose of preparing the minutes of the meeting.

In accordance with the Openness of Local Government Bodies Regulations 2014, you can film, photograph, record or use social media at any Council meetings that are open to the public. If you are reporting the proceedings, please respect other members of the public at the meeting who do not want to be filmed. You should also not conduct the reporting so that it disrupts the good order and conduct of the meeting. While you do not need permission, you can contact the Council's staff in advance of the meeting to discuss facilities for reporting the proceedings and a contact is included on the front of the agenda, or you can liaise with staff at the meeting.

Guidance from the Department for Communities and Local Government can be viewed at:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/343182/140812_Openness_Guide.pdf

Comments, Complaints and Compliments

Milton Keynes Council welcomes feedback from members of the public in order to make its services as efficient and effective as possible. We would appreciate any suggestions regarding the usefulness of the paperwork for this meeting, or the conduct of the meeting you have attended. Please e-mail your comments to meetings@milton-keynes.gov.uk

If you require a response please leave contact details, ideally including an e-mail address.

A formal complaints / compliments form is available at <http://www.milton-keynes.gov.uk/complaints/>

AGENDA

1. Apologies

2. Minutes

To approve, and the Chair to sign as correct records, the Minutes of the meeting of the Joint Negotiating Committee (Employers') held on 22 February 2021 (Item 2(a)) (**Pages 4 to 6**) and the special meeting held on 19 May 2021 (Item 2(b)) (**Page 7**).

3. Disclosure of Interests

Councillors to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted, and officers to disclose any interests they may have in any contract to be considered.

4. Matters Arising from Joint Negotiating Committee: 12 July 2021

To consider and ratify any decisions arising from the Joint Negotiating Committee held on 12 July 2021:

(a) Social Worker Employee Referral Scheme - Children's Services

(b) Educational Psychology Pay Scales

5. Date of Next Meeting

To note the next meeting of the JNC(E) is scheduled for Monday 4 October 2021 on the conclusion of the JNC.



Minutes of meeting of the JOINT NEGOTIATING COMMITTEE (EMPLOYERS') held on MONDAY 22 FEBRUARY 2021 at 11.25 am

- Present:** Employers' Side
 Councillor Middleton (Chair)
 Councillors Bowyer, Carr (Vice-Chair), Darlington, Miles and Trendall (substitute for Councillor Alexander)
- Officers:** S Richardson (Director - Finance and Resources), M Zaman (Head of HR), C Stanton (Pay and Reward Manager) and J Crighton (Committee Manager)
- Apologies:** Councillors Alexander and Hosking (Vice-Chair)

JNC(E)09 MINUTES

RESOLVED -

That the Minutes of the meeting of the Joint Negotiating Committee (Employers') held on 5 October 2020 be approved and signed by the Chair as a correct record.

JNC(E)10 DECLARATIONS OF INTEREST

None disclosed.

JNC(E)11 MATTERS ARISING FROM THE JOINT NEGOTIATING COMMITTEE HELD ON 5 OCTOBER 2020

The Committee considered the outcome from the Joint Negotiating Committee, held prior to this meeting, which had considered a report on the Smarter Working proposals.

RESOLVED -

That the following decisions of the Joint Negotiating Committee be ratified:

1. That staff roles be categorised as either site based, or home based.
2. That working from home be deemed optional and employees be given the choice to work from home or remain site based, should their home environment or personal circumstances mean homeworking is not appropriate.

3. That necessary changes be made to the Terms and Conditions of employment, including a homeworking contract variation.
4. That the introduction of a 'How I Work Policy' and a 'Supporting New Employees Policy' and amendments to the 'Flexible Workplace Policy' and 'Business Expenses Guidance', be approved.
5. That the changes to the Personal Time Policy, previously Flexitime, be approved and the Terms and Conditions Handbook and contract of employment be amended.
6. That the withdrawal of the Probation Guidance be approved, and the Terms and Conditions Handbook and contract of employment be amended.
7. That the necessary IT equipment be provided to enable employees to work from home.
8. That staff who are designated as home workers be required to come into the office one day per week, when this can be facilitated, to enable them to catch up with colleagues, undertake training, network, etc. as this would help ensure team cohesion, promote wellbeing and prevent isolation. It was noted that this was unlikely to happen until March 2022 due to Covid restrictions.
9. That office space be used differently and, as a result, property rationalisation be enhanced, so reducing costs .
10. That it be recognised that the proposals help increase the pool of potential candidates from which to recruit, as in many cases roles could be undertaken from home.
11. That a six-month stocktake be undertaken of the Smarter Working proposals, in particular:
 - (a) the number of staff that are site based and home based following the issuing of variations to contract;
 - (b) revised building plans based on national pandemic guidance (lifting of restrictions) and how this has impacted on full implementation of the smarter working proposals;
 - (c) how the Council is continuing to promote employee health and wellbeing;
 - (d) any impacts on linked service delivery; and
 - (e) any issues raised by the Trade Unions.

12. That a further review be undertaken in 12 months' time:
That a further stocktake be undertaken on some of the Smarter Working proposals, in particular:
- (a) an update on numbers of site based and home based employees and how roles that undertake a high number of external visits have adapted to the changes;
 - (b) details on how the buildings are operating, taking into consideration any national guidance in place at the time;
 - (c) any noticeable impact on employee retention and relations;
 - (d) any new NJC guidance made in relation to site or home-based working following the NJC Conditions Claim for 2021/22 and any changes in the Council's approach;
 - (e) any linked service delivery impacts; and
 - (f) a reflection on how amended polices are working.

JNC(E)12

ANNUAL PAY POLICY STATEMENT

The Committee considered a report on the Annual Pay Policy Statement.

The Committee noted that the Annual Pay Policy Statement highlighted the ratios between the highest and lowest salaries paid by the Council as well as the mean and median salaries. Benchmarking data compared the salaries paid by the Council to those paid by other local authorities, along with different employment approaches relating to staff and pay structures.

RESOLVED -

That the Pay Policy Statement be recommended to Council for adoption at its meeting on 10 March 2021, with effect from 1 April 2021.

THE CHAIR CLOSED THE MEETING AT 11.55 AM



Minutes of the special meeting of the JOINT NEGOTIATING COMMITTEE (EMPLOYERS)
held on WEDNESDAY 19 MAY 2021

Present: Councillors Bowyer, Carr, Darlington, Hosking, Imran, Middleton, Montague and Wallis

Also Present: Councillors Alexander, Baines, Balazs, Baume, K Bradburn, M Bradburn, R Bradburn, Brown, Clarke, Crooks, Cryer-Whitehead, De Villiers, Exon, Ferrans, Fuller, A Geary, P Geary, Gilbert, Hall, Hearnshaw, D Hopkins, V Hopkins, Hume, Hussain, Jenkins, Khan, Lancaster, Marland, Marlow, McLean, McPake, McQuillan, Minns, Nazir, B Nolan, Z Nolan, Priestley, Raja, Rankine, Reilly, Rolfe, Taylor, Townsend, Trendall, Verma, Walker, Wardle, Wilson-Marklew

Apology: Councillor Legg

JNCE01 ELECTION OF CHAIR

RESOLVED -

That Councillor Middleton be elected Chair of the Joint Negotiating Committee (Employers) for the Council Year 2021/22.

JNCE02 APPOINTMENT OF VICE-CHAIRS

RESOLVED -

That Councillors Bowyer and Carr be appointed Vice-Chairs of the Joint Negotiating Committee (Employers) for the Council Year 2021/22.