

REDDITCH BOROUGH COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE

16th August 2011

REVISED EMPLOYMENT POLICIES

Relevant Portfolio Holder	Mike Braley, Portfolio Holder for Corporate Management
Portfolio Holder Consulted	Yes
Relevant Head of Service	Teresa Kristunas, Head of Finance and Resources
Wards Affected	None
Non-Key Decision	

1. SUMMARY OF PROPOSALS

To present Members a proposed policy that have been developed in conjunction with Trade Union Representatives to support Staff in undertaking volunteering duties across the Borough.

2. RECOMMENDATIONS

The Committee is asked to RECOMMEND that

the staff volunteering policy attached at Appendix 1, subject to any member comments, is recommended to Executive for approval.

3. KEY ISSUES

- 3.1 As members are aware officers and unions have been working together to review a number of employee related policies over the last 12 months. A number of policies were reported to the Executive on 2nd August 2011. The proposed Volunteering Policy has been developed following discussions with Officers, Staff and Trade Unions. The policy attached details how the staff could undertake volunteering duties as part of their contracted hours. The policy allows employees up to 16 hours in any one year to undertake volunteering duties.

Financial Implications

- 3.2 None as a direct result of this report.

Legal Implications

- 3.3 All proposed changes to employee related policies have been developed in conjunction with Union representatives in accordance with employee legislation. In addition officers have considered the following in developing the proposed policies :
- Working Time Regulation 2007

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- National agreement on pay and conditions of service for Local Government Services
- Employment Rights Act 1996
- Employment Relations Act 2004
- Trade Union and Labour Relations (consolidation) Act 1992

Service/Operational Implications

- 3.4 The proposed revised policies have been developed in consultation with Union representatives.

4. RISK MANAGEMENT

The proposed policies reflect the changes required to ensure a consistent approach to employee related matters.

5. APPENDICES

Appendix 1 – Volunteering Policy

6. BACKGROUND PAPERS

Previous employment related policies
Minutes / documents from negotiations with Union representatives

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