



## Joint Consultative Committee

**Date:** MONDAY, 19 JUNE 2017  
**Time:** 12.00 pm  
**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

**Members:** Deputy the Revd Stephen Haines (Chairman)  
Deputy Edward Lord (Deputy Chairman)  
Randall Anderson  
Deputy Keith Bottomley  
Deputy Jamie Ingham Clark  
Deputy Joyce Nash  
Ruby Sayed

**Enquiries:** Sacha Than  
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sacha.than@cityoflondon.gov.uk

**Lunch will be served in Guildhall Club at 1PM**  
**NB: Part of this meeting could be the subject of audio or video recording**

**John Barradell**  
**Town Clerk and Chief Executive**

# **AGENDA**

## **Part 1 - Public Agenda**

1. **APOLOGIES**

2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

3. **MINUTES**

To agree the public minutes and non-public summary of the meeting held on 14 February 2017.

**For Decision**  
(Pages 1 - 4)

4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

5. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

6. **EXCLUSION OF THE PUBLIC**

MOTION - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

**For Decision**

## **Part 2 - Non-Public Agenda**

7. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 14 February 2017.

**For Decision**  
(Pages 5 - 6)

## **ITEMS RAISED JOINTLY BY GMB AND UNITE**

8. **2017/18 PAY CLAIM**

The Chairman of the Establishment Committee and the Director of Human Resource to respond to the 2017/18 Pay Claim submitted by GMB and UNITE.

**For Decision**  
(Pages 7 - 8)

9. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

10. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

## JOINT CONSULTATIVE COMMITTEE

Tuesday, 14 February 2017

Minutes of the meeting of the Joint Consultative Committee held at the Guildhall EC2 at 12.00 pm

### **Present**

#### **Members:**

Randall Anderson  
Deputy Jamie Ingham Clark  
Deputy the Revd Stephen Haines  
Edward Lord  
Deputy Joyce Nash  
Philip Woodhouse

#### **Union Members**

Guy Baker – GMB  
Gary Carter – GMB  
Sean Davidson – GMB  
Colin Bull – UNITE  
Pritesh Dattani – UNITE  
Rose Keeping – UNITE  
Mike Moore - UNITE

#### **Officers:**

Sacha Than	-	Town Clerk's Department
Chrissie Morgan	-	Director of Human Resources
Janet Fortune	-	Human Resources
Tracey Jansen	-	Human Resources

#### **1. APOLOGIES**

Apologies for absence were received from Angela Starling.

#### **2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

No declarations of interest were received.

#### **3. MINUTES**

**RESOLVED** – That the public minutes and non-public summary of the meeting held on 9 June 2016 be approved as an accurate record, subject to the following amendments:

Pg. 1: Pritesh Dattani – UNITE *to be added* to the list of attendees.

#### **4. PAY AND REWARD STRATEGY**

The Director of Human Resources gave a presentation to the Committee on the Pay and Reward Strategy.

The Director of Human Resources advised that an analysis had taken place on the current Pay and Reward Strategy which looked at the following areas:

- whether the current job evaluation scheme was fit for purpose, feedback demonstrated that the current system was too slow and greater

- freedoms in relation to reward such as agile working or the purchase/sale of annual leave would be welcomed by staff;
- the current pay levels were deemed to be competitive and the City Corporation had committed to pay the London Living Wage to the apprentices, however feedback showed that Market Forces Supplements detracted from people accepting roles as they were thought to be temporary and were not accepted as part of mortgage applications therefore this area would not to be looked at further; and
- the benefits offered to staff were rated as excellent, but could be promoted more.

The Director of Human Resources explained that for a member of staff to reach the top level of the pay scale, a rating of outstanding would need to be achieved in the annual appraisal. However, the final decision to award this level of pay would be considered by the Senior Management Team for moderation. In response to a Trade Union Representative's query, the Director of Human Resources confirmed that whilst the moderators would be aware of the identity of the person, this would not affect the outcome of their decision as the moderators look at the objectives set in order to ensure rigor and parity.

In response to a Trade Union Representative's query on the grading of roles, the Director of Human Resources confirmed that the accountability of the role determines the grade. The Director of Human Resources further advised that when new roles were created, the benchmarking and job evaluation system had been used to determine grades and accountability. The Trade Union Representatives were assured of the transparency of this process as newly created roles at Grade I or above were brought before the Court of Common Council and the Establishment Committee for approval.

In response to a Trade Union Representative's request to see the findings of the audit, the Director of Human Resources agreed to follow this up outside of the meeting.

In response to a Trade Union Representative's query on whether a quality assessment had been carried out on the Job Evaluation Scheme, the Director of Human Resources confirmed that this had taken place and the findings of the scheme would be shared with the Trade Union Representatives at the next meeting of the Joint Consultative Committee.

**RESOLVED** – That the Committee note the update.

**5. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

**6. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There were no items of urgent business.

7. **EXCLUSION OF THE PUBLIC**

**RESOLVED** – That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

**Item(s)**

8-11

**Paragraph(s)**

4

8. **NON-PUBLIC MINUTES**

The non-public minutes of the last meeting were approved as an accurate record.

9. **JOINT GMB UNITE PAY DISCUSSION**

A discussion took place in relation to the 2017/18 pay claim.

10. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

11. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There was no other business.

**The meeting closed at 12.45 pm**

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Chairman

**Contact Officer: Sacha Than**  
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By virtue of paragraph(s) 4 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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