

Greater London Provincial Council

Thursday 9 March 2017: 11.30am approx. (or on the rising of the sides)

Conference Suite, London Councils, 59½ Southwark Street,
London SE1 0AL

Employers' Side:	Conference Suite, 1 st Floor	10.45am
Union Side:	Room 1	10.45am
Contact Officer:	Debbie Williams	
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Agenda item

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| 1 | Apologies for Absence | |
| 2 | To receive the minutes of the meeting held on 12 October 2016 | Attached |
| 3 | Matters Arising | |
| 4 | NJC Pay Update
- Review of Pay Spine
- Term Time Only Terms and Conditions | Attached |
| 5 | London Living Wage Summary | Attached |
| 6 | Schedule of Outstanding Differences | Attached |
| 7 | Date of Next Meeting – 19 October 2017 (Group Meetings 10am,
Joint Meeting 11.30am) | |
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Employers' Side Secretary
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Declarations of Interest

* If you are present at a meeting of London Councils' or any of its associated joint committees or their sub-committees and you have a disclosable pecuniary interest* relating to any business that is or will be considered at the meeting you must not:

- participate in any discussion of the business at the meeting, or if you become aware of your disclosable pecuniary interest during the meeting, participate further in any discussion of the business, or
- participate in any vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

It is a matter for each member to decide whether they should leave the room while an item that they have an interest in is being discussed. In arriving at a decision as to whether to leave the room they may wish to have regard to their home authority's code of conduct and/or the Seven (Nolan) Principles of Public Life.

As defined by the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

GREATER LONDON PROVINCIAL COUNCIL

The minutes of the Greater London Provincial Council Annual General Meeting held on 12 October 2016 at the offices of London Councils.

PRESENT

Employers

Cllr Faruk Choudhury (Sub)	LB Barking & Dagenham
Cllr Colin Tandy	LB Bexley
Cllr Theo Blackwell	LB Camden
Cllr Colin Hall (Sub)	LB Croydon
Cllr Doug Taylor (Chair)	LB Enfield
Cllr Carole Williams	LB Hackney
Cllr Richard Foote	LB Hounslow
Cllr Paul McGlone	LB Lambeth
Cllr Kevin Bonavia	LB Lewisham
Cllr Simon Wales	LB Sutton
Cllr Guy Senior (Sub for K&C)	LB Wandsworth
Cllr Angela Harvey	City of Westminster

Unions

Jamie Brown	UNISON
Sean Fox	UNISON
Sue Plain	UNISON
Irene Stacey	UNISON
Maggie Griffin (Sub)	UNISON
Jackie Lewis	UNISON
Janet Walker	UNISON
Mary Lancaster	UNISON
Dave Powell	GMB
Vaughan West	GMB
Danny Hoggan	Unite

Others in attendance

Selena Lansley	Head of London Regional Employers
Debbie Williams	Employment Services Officer
Mehboob Khan	Labour Political Advisor
Jade Appleton	Conservative Political Advisor
Julie Kelly	UNISON

1. Apologies for Absence

Apologies for absence were received from Cllr Dominic Twomey (Barking & Dagenham), Cllr Tim Stevens (Bromley), Cllr Tony Newman (Croydon), Cllr Gerard Hargreaves (Kensington & Chelsea), Cllr David Glasspool (Kingston), April Ashley (UNISON), Kim Silver (UNISON), Helen Reynolds (UNISON), Tony Smith (GMB), Wendy Whittington (GMB), Gary Cummins (Unite), Kath Smith (Unite), Susan Matthews (Unite) Jane Gosnell (Unite) and Onay Kasab (Unite).

2. Election of Chair and Vice-Chair for 2016-17

Cllr Doug Taylor (Enfield) was elected Chair and Sue Plain (UNISON) was elected as Vice Chair for 2016-17.

3. Minutes of the meeting held on 17 March 2016

The minutes of the meeting held on 17 March 2016 were agreed.

4. Matters Arising

Item 4 - Matters Arising - UNISON Ethical Care Charter

Jackie Lewis (UNISON) highlighted the recent cases on the BBC relating to allegations that seventeen care workers had not been paid the minimum wage resulting in a legal claim against a provider within the borough of Haringey.

The Chair responded that the Employers' Side Joint Secretary will bring the issues to the attention of the Heads of HR.

Jackie Lewis (UNISON) enquired whether there had been any progress with the LB Lambeth signing the Charter.

Cllr McGlone (Lambeth) responded that Lambeth are reviewing the sustainable delivery of the service ahead of any decisions around committing to the UNISON Ethical Care Charter. Lambeth have a considerable number of people working via external providers who are receiving the London Living Wage (LLW). Lambeth are also working towards the UNISON Charter in relation to residential care services.

Jackie Lewis responded that UNISON would wish Lambeth and other London boroughs sign the Charter. She pointed out the positive message from London in relation to the labour market; in that where a borough is paying the LLW it provides a competitive advantage and attracts people to apply for work in that borough.

5. To confirm the membership of the GLPC and Co-Secretaries of the GLPC

The attached membership of the GLPC and Co-Secretaries for 2016-17 was noted and agreed.



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2003 Document

Sue Plain (UNISON) wished to raise and inform colleagues that the Union Side Joint Secretary, Vicky Easton, had recently retired and would like to note and thank Vicky for all the effort she has put in over the years. Vicky landed the role in a time of the work of the Gold Book (London Agreement) and the list of disputes/differences had been quite extensive for a number of years, which have now been resolved.

Vicky's recent work also covers the refresh of the GLPC Job Evaluation Scheme.

Colleagues in attendance commended Vicky for all her hard work and dedication over the years.

The Chair added thanks for all her work on behalf of this body and wished her well.

Cllr Angela Harvey (Westminster) added that Vicky was always a good person to work with and it has been a pleasure to have worked and known Vicky.

The Chair agreed to draft a letter of thanks to Vicky which will be co-signed by the Union Side.

6. NJC Pay Spine Review – agreed Terms of Reference

Sue Plain (UNISON) highlighted that the pay settlement for 2016-18 included a review of the pay spines nationally and as stated in the NJC letter of 22 August 2016 any review will 'take into account the potential impact on pay arrangements in London.'

There is a need to have a London view on this and the Union Side welcome that this has been recognised.

Dave Powell (GMB) reminded the Employers' Side that part of the pay deal is to review School Terms and Conditions of Service and London may also want some input in to this review at some point.

The Employers' Side Joint Secretary responded that this is a national review which is at an early stage in that the terms of reference for the review are currently being considered.

7. Review of the GLPC guidance on Shared Services

Dave Powell (GMB) informed colleagues that due to the rise in shared service agreements in London and across the country the Union Side ask that the Employers' Side agree to the Joint Secretaries revisiting the existing guidance to see if it needs to be updated. The world has moved on since this was originally produced in 2012.

The Employers' Side agreed that the Joint Secretaries re-visit the guidance and come back to GLPC with any recommendations at a later date.

8. London Living Wage Summary

The attached London Living Wage summary was noted.



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2003 Document

9. Schedule of Outstanding Differences

The Chair Cllr Doug Taylor congratulated the Joint Secretaries for their hard work at getting to the position of no outstanding disputes and differences registered on the list.

10. Any Other Business

There was no further business.

11. Date of next meeting

The next meeting would be held on **Thursday 9 March 2017**.

Group meetings will at 10am and the main meeting at 11.30am (or on the rising of the sides).

The meeting was concluded at 15.14.

GLPC Meeting Date for 2017

GLPC AGM

19 October 2017

Group Meeting: 10am

Joint Meeting: 11.30

National Joint Council for Local Government Services

Employers' Secretary
Sarah Messenger

Trade Union Secretaries
Rehana Azam, GMB
Fiona Farmer, Unite
Heather Wakefield, UNISON

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**To: Chief Executives in England, Wales and N Ireland
(copies for HR and Finance Directors)
Members of the National Joint Council**

14 December 2016

Dear Chief Executive,

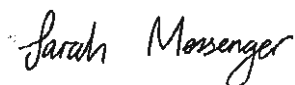
Review of the NJC 'Green Book' Pay Spine: Update

Since we last wrote to you on 22 August with details of the terms of reference for this joint review, we have been working to ensure that we have the most comprehensive pay data available to help us properly assess options for designing a restructured pay spine.

We have also now established a joint working group consisting of local authority officers and trade union lay members, working alongside LGA and NJC trade union officials, who have practical and technical expertise in the design and use of pay and grading structures. The working group will be meeting regularly from January onwards. It remains our aim to conclude the review by 30 June at which point we would hope to be able to set out our proposals in more detail, along with a timetable for a consultation process.

We shall continue to keep you informed of developments.

Yours sincerely,



Sarah Messenger



Rehana Azam



Fiona Farmer



Heather Wakefield

Joint Secretaries

National Joint Council for Local Government Services

Employers' Secretary
Sarah Messenger

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**To: Chief Executives in England, Wales and N Ireland
(copies for HR and Finance Directors)
Members of the National Joint Council**

29 November 2016

Dear Chief Executive,

Review of the Term Time Working

You will recall that as part of the 2016-18 pay deal, the NJC has agreed to conduct a joint review of term-time working to consider *"an NJC approach to deliver fair, consistent and transparent contracts for school support staff and term-time only staff not employed in schools"*

The agreed Terms of Reference for the review are **overleaf**.

Both Sides will liaise with colleagues who have practical and technical expertise in the issues to be covered by the review and who will advise the Joint Secretaries during the review process. We have scheduled regular meetings for the foreseeable future and would aim to conclude our review by 30 June 2017.

Throughout the course of the review the Joint Secretaries will keep their respective constituents updated on developments.

Yours sincerely,



Sarah Messenger



Rehana Azam



Fiona Farmer



Heather Wakefield

Joint Secretaries

NJC Term time Working Review: Terms of Reference

Introduction

The NJC has agreed to conduct a joint review of term-time working to consider *“an NJC approach to deliver fair, consistent and transparent contracts for school support staff and term-time only staff not employed in schools”*

The review

To take forward this review, the Joint Secretaries will establish a working group with the following remit:

1. To collect data on the use of term time contracts in schools and the methods used to calculate the pay of term time only staff
2. To research and review how and when differences of approach arise and consider if it is possible to produce joint guidance relating to arrangements on issues such as pay, annual leave, time off in lieu of bank holidays, maternity, paternity and adoption leave and pay, sick pay, special leave and school closures
3. Consider whether it is possible to develop a mutually acceptable formula for calculating the issues identified in point 2. Any agreed formula would be advisory and would not supersede local arrangements where these are more favourable
4. Consider all aspects of term-time working in schools, including differences between support staff and teaching colleagues
5. Consider where necessary any relevant work previously produced by the former Schools Support Staff Negotiating Body
6. Consider the implications of the review on term time only staff that are not employed in schools.
7. Report to the NJC the outcome of the review and consider whether jointly agreed advice should be issued to employers

The review will need to ensure that it is:

- Compliant with the requirements of the Equality Act 2010
- Consistent with Single Status principles

To ensure review outcomes, it must:

- Have firm timescales for completion
- Take into account the potential impact on pay arrangements in London
- Be financially viable for employers and fair to employees

Additional input:

To support the review, the Joint Secretaries will be advised by colleagues who have practical and technical expertise in the design and use of term time contracts

London Living Wage – summary of the position in London local authorities

- The summary shows that overall 28 London boroughs are or have agreed to pay directly employed staff the minimum of the LLW (14 boroughs are accredited as Living Wage Employers).

Implemented arrangements specifically to address this

Barking & Dagenham
Barnet
Brent*
Camden*
Croydon*
Ealing*
Enfield*
Greenwich*
Hackney*
Hammersmith & Fulham*
Haringey
Harrow
Hillingdon
Hounslow*
Islington*
Kingston
Lambeth*
Lewisham*
Merton
Newham
Redbridge
Richmond
Southwark*
Sutton
Tower Hamlets*
Waltham Forest
Wandsworth
Westminster

Current position under review

Kensington & Chelsea
Havering

Considered and will not be taking any action at this stage

Bexley
Bromley

* Accredited London Living Wage employers

GREATER LONDON PROVINCIAL COUNCIL

List of differences and disputes as at March 2017

Outstanding cases

There are currently no outstanding differences and/or dispute cases.

There are currently no outstanding job evaluation appeals.