

PLYMOUTH CITY COUNCIL

Subject: Policy, Negotiations and Legislative Update
Committee: Employment Liaison Committee
Date: 20 October 2014
Cabinet Member: Councillor Peter Smith
CMT Member: David Trussler, Interim Strategic Director for Transformation and Change
Author: Jane Stephenson, Senior HR Adviser
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Key Decision: No
Part: 2

Purpose of the report:

Members of Employment Liaison Committee to note forward plan for policy and procedure changes as a result of changes in legislation, terms and conditions or business transformation.

The Brilliant Co-operative Council Corporate Plan 2013/14 -2016/17:

Medium term operational focus to transform our working practices to further improve productivity and service delivery.

**Implications for Medium Term Financial Plan and Resource Implications:
Including finance, human, IT and land:**

None

Other Implications: e.g. Child Poverty, Community Safety, Health and Safety and Risk Management: None

Equality and Diversity:

Has an Equality Impact Assessment been undertaken? Yes where appropriate

Recommendations and Reasons for recommended action:

Members of Employment Liaison Committee to note and/or comment on forward plan for policy and procedure changes.

Alternative options considered and rejected:

N/A

Published work / information:

None

Background papers:

N/A

Sign off:

Fin		Leg		Mon Off		HR		Assets		IT		Strat Proc	
Originating SMT Member													
Has the Cabinet Member(s) agreed the content of the report? Yes / No													

CORPORATE POLICIES AND PROCEDURES			
No	Title	Description	Date
01	Shared Parental Leave	Employees may be entitled to Shared Parental Leave (SPL) and Statutory Shared Parental Pay (ShPP) if: <ul style="list-style-type: none"> • their baby is due on or after 5 April 2015 • they adopt a child on or after 5 April 2015 	October 2014
02	Manual Handling	Health and Safety Performance Standard (HSPS) 06	Dec 2014
03	First Aid	Health and Safety Performance Standard (HSPS) 08	Dec 2014
04	Display Screen Equipment	Health and Safety Performance Standard (HSPS) 07	Dec 2014
05	Control of Substance Hazardous to Health (COSHH)	Health and Safety Performance Standard (HSPS) 04	Dec 2014
06	Lone Working	Health and Safety Performance Standard (HSPS) 11	Dec 2014
07	Legionella	Health and Safety Performance Standard (HSPS) 17	Dec 2014
NEGOTIATIONS			
No	Title	Description	Date
01	Plymouth Book Terms and Conditions Negotiations	On-going	2014
02	Registration Service	Negotiations complete: Approval process ongoing	2014
03	Craft Terms and Conditions (Red book)	Negotiations complete: Approval process ongoing	2014
LEGISLATIVE CHANGES			
No	Description		Date
01	National Minimum wage rises to £6.50 (age 21 and over), £5.13 (age 18 to 20)		October 2014