

## **AGENDA**

### **MINUTES**

- (1) Joint Consultative Committee (Manual/Craft) - Minutes (pages 1-4)  
Minute of meeting of the Joint Consultative Committee (Manual/Craft) held on 14 March 2002 and submitted for approval as a correct record (copy herewith)
  
- (2) Matters Arising

### **POLICY**

- (3) Draft Revised Constitution (pages 5-6)  
Submit amended Constitution for a merged Joint Consultative Committee and discuss the outstanding detail of the trade union membership (copy herewith)
  
- (4) Provision of a Policy on Whistle Blowing  
Oral report by the Head of Personnel Services
  
- (5) Facilities for Trade Unions  
Oral report by the Head of Personnel Services
  
- (6) Parental Leave Policy  
Consider a request by trade union representatives to discuss the need to review the Council's Parental Leave Policy in the light of issues currently being considered by the DTI
  
- (7) Council Policies  
Consider a request by trade union representatives to discuss the dissemination of information to employees on Council policies
  
- (8) Incentive Scheme  
Consider a request by trade union representatives to discuss the possibility of an incentive scheme where there were difficulties in recruitment and retention of employees

### **OPERATIONAL**

- (9) Industrial Injury Benefit and Sickness Absence  
Consider a request by trade union representatives to clarify the relationship between industrial injury benefit and sickness absence particularly regarding new employees
  
- (10) New Employees  
Consider a request by trade union representatives to discuss the circulation of information to new employees on facilities in relation to rent and council tax

- (11) **Subsistence and Reimbursement Guidelines**  
Consider a request by trade union representatives to discuss the new subsistence and reimbursement guidelines