

Consultation and Engagement Framework

1. Trade Union / Officer Group

Frequency – quarterly or more frequently where required.

Membership – HR, departmental and service reps and TU reps from UNISON, GMB and Unite covering SJC, Craft and Chief Officers.

Chair – Head of HR, ICT & OD

The purpose of the Group is to consult, have meaningful discussion and hold negotiations between the Council and the recognised trade unions. This provides for the exchange of information and views in order that the employees' position is known and can influence and inform the decision making process of the council.

This is the main negotiating forum for collective bargaining purposes.

2. Joint Consultative Committee

The purpose of this formally constituted Committee is to facilitate formal consultation between the Council (i.e. Elected Members) and recognised trade unions for SJC, Craft and Chief Officers on matters where they would be of strategic relevance to Elected Members.

Frequency – meetings called as requested by either side.

Membership – 10 Moray Council (EM) reps and 10 representatives of the employee side.

Chair – one of the Moray Council EMs.

3. Protocol for Consultation with Trade Unions

Sets standards and principles to guide consultation with TUs representing the council employees which will be applied consistently across departments and issues.

4. Consultation arrangements are also referred to in particular policy documents relating to certain employment circumstances (e.g. Change Management).

5. HR / TU Operational Meetings

There are also regular meeting between specific unions and HR to discuss operational issues, as well as departmental meetings with service managers, TU reps and HR reps.

6. Local Negotiating Committee for Teachers (LNCT)

Purpose is to establish bargaining machinery and a negotiating procedure between the Council and signatory unions whereby relevant conditions of service can be determined collectively for all Teachers and Associated Professionals.