ABERDEEN CITY COUNCIL

COMMITTEE	Staff Governance
DATE	1 October 2019
EXEMPT	No
CONFIDENTIAL	No
REPORT TITLE	Alignment of Working Practices with the Craft Agreement
REPORT NUMBER	OPE/19/378
DIRECTOR	Rob Polkinghorne
CHIEF OFFICER	Mark Reilly
REPORT AUTHOR	John Noble
TERMS OF REFERENCE	4 and 8

1. PURPOSE OF REPORT

1.1 The purpose of this report is to inform the Committee on progress made in implementing the recommendation 2.2.6 in audit report AC1602 AW which was to review the Building Services craft agreement and ensure that it was relative to the current working practices.
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2. RECOMMENDATION

The Committee is requested to:

2.1 Note the report.

3. BACKGROUND

3.1 Audit report AC1602 AW reviewed payments being made to Craft Workers in Building Service to determine whether they were compliant with the Craft Workers Agreement entered into in April 2007. The report made several recommendations all, apart from one, have been completed. There is one outstanding recommendation to be completed, Recommendation 2.2.6, and this is currently being progressed through consultation with the trade unions.

3.2   Audit Risk & Scrutiny Committee on 26 June 2019, requested a report on this review to the Staff Governance Committee in October 2019.

3.3   During the summer of 2019 there have been several informal meetings between management and unions to resolve the outstanding audit recommendation. This is to ensure that the service can deliver 24/7 whilst being fully compliant with the "Working Time Directive".

3.4   The service presented to unions five operational areas of the existing agreement that it would like to review, however due to a current national review of craft workers Terms and Conditions (Red Book) the service agreed with the unions to only move forward on two of the areas. These are:

    a) **Introduce digital/electronic working on the call out service** – this will implement digital/electronic mobile working in the call out service.
    b) **Review existing shift patterns to meet modern operational needs** – this will allow the service to deliver 24/7 while becoming fully compliant with the working time directive.

3.5   Addressing these two areas will complete the remaining audit action.

3.6   The service is currently working with the union on developing a staff questionnaire. Once finalised, this will be used in the staff sessions where the service and unions will jointly be engaging with staff.

3.7   The service is currently working to the following timeline, and intends to meet the following dates:

Week Commencing 30/9/19 - Meetings (6) with affected staff groups.
Monday 7th October - Paper sent to unions for formal consultation
Friday 18th October - End of formal consultation period
Week commencing 21/10/19 - Outcome of consultation/ implementation details shared with affected staff

4.   FINANCIAL IMPLICATIONS

4.1   There are no direct financial implications arising from the recommendations of this report.

5.   LEGAL IMPLICATIONS

5.1   There are no direct legal implications arising from the recommendations of this report.

6.   MANAGEMENT OF RISK

Category	Risk	Low (L) Medium (M) High (H)	Mitigation
Financial	Not applicable.		
Legal	Not applicable.		
Employee	Not applicable.		
Customer	Not applicable.		
Environment	Not applicable.		
Technology	Not applicable.		
Reputational	Not applicable.		

7.   OUTCOMES

Design Principles of Target Operating Model	
	Impact of Report
Governance	Report is submitted to Committee in line with governance in respect of Internal Audit recommendations and compliance with the instruction from the Audit, Risk and Scrutiny Committee.

8.   IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	Not applicable.
Data Protection Impact Assessment	Not applicable.
Duty of Due Regard / Fairer Scotland Duty	Not applicable.

9.   BACKGROUND PAPERS

Audit AC1602AW Craft Workers Terms and Conditions

10.   APPENDICES

None

11.   REPORT AUTHOR CONTACT DETAILS

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