

APPENDIX A

Draft

COPELAND BOROUGH COUNCIL PAY AND GRADING REVIEW

SINGLE TABLE NEGOTIATING GROUP

CONSTITUTION AND TERMS OF REFERENCE

CONSTITUTION

The membership of the Pay and Grading Review Single Table Negotiating Group shall be :-

Management	3
UNISON	1 (plus the Regional Officer or substitute when she/he attends)
GMB	1 (plus the Regional Organiser or substitute when he/she attends)
UNITE	1 (plus the Full-time Officer or substitute when he/she attends)

TERMS OF REFERENCE

1. To negotiate a comprehensive draft agreement for consideration by the Council and the relevant Trades Unions, covering the implementation within Copeland Borough Council of a Pay and Grading Review carried out under the NJC National Agreement on Pay and Conditions of Service of July 1997 and Circular NJC 404 Annexes 2 and 4 of 2004.
The draft agreement should include those aspects of pay and conditions set out in Part 3 of the 1997 National Agreement, together with any other matters relating to pay and conditions for which local arrangements are appropriate, in particular :-
 - Local procedure for grading appeals under Part 2 Section 5.3 of the 1997 National Agreement
 - Working Time under Part 2 Section 6 of the 1997 National Agreement
 - Pay and Grading
 - Working Arrangements
 - Sickness Scheme
 - Car Allowances
 - Flexible working
2. To make proposals for the implementation of Copeland's Pay and Grading Review to the Council's Executive according to a timescale which enables the final package to be agreed by 30 September 2008, at the latest.
3. To conduct all its negotiations following the principles set out in Part 1 of the 1997 National Agreement

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