

Urgency Committee of the Full Council

Meeting to be held on: 17 January 2012

Electoral Division affected: All

Lancashire Adult Learning: Adoption of LCC Personnel Code Policies & Procedures for staff on academic contracts

(Appendices 'A' to 'F' refer)

Contact for further information:

Steve Hailstone (01257) 276719, Adult and Community Services Directorate,
steve.hailstone@lancashire.gov.uk

Executive Summary

The County Council currently has separate arrangements in place for further education lecturers and managers employed within Lancashire Adult Learning. These arrangements have existed since 1992 and have been subject to local agreement with the University and Colleges Union (and previously the National Association of Teachers in Further and Higher Education). The union has been consulted on the proposal to align specified policies/procedures with the County Council's Personnel Code.

Recommendation

The Urgency Committee is recommended to agree that academic staff employed within Lancashire Adult Learning are subject to the Lancashire County Council personnel policies and procedures as set out in the Report and at Appendices 'A' – 'F'.

Background and Advice

Since Lancashire Adult Learning was created by further education incorporation in 1992, further education lecturers have been employed on local policies, terms and conditions – known as the Red Book, which were based on the further education policies, terms and conditions that applied at the time of incorporation.

Each year these have been subject to local review and agreement between the County Council and the trade unions. This arrangement has been difficult to maintain and is no longer sustainable, especially following a 50% reduction in management posts following the restructure of the service earlier this year.

As a result, on HR advice, consultation has taken place with the University and College Union and agreement reached to align the following policies with the County Council's existing policies in the Personnel Code:

Policies/Procedures to be aligned from Red Book to Personnel Code
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Grievance (Red Book reference - Section 11) Appendix 'F' refers

Disciplinary & Capability (Red Book reference - Section 10) Appendix 'E' refers

Probation (Red Book reference - Section 3 – Para 3) Appendix 'A' refers
Absence (Red Book reference - Section 6) Appendix 'C' refers
Sick leave and sick pay (Red Book reference - Section 5) Appendix 'B' refers
Maternity (Red Book reference - Section 3 – Para 7) Appendix 'A' refers
Redundancy (<i>excluding the redundancy calculator due to Teachers Pension Scheme regulations</i>) (Red Book reference - Section 8) Appendix 'D' refers
Travel expenses (Red Book reference - Section 3 – Para 5 (g)) Appendix 'A' refers

This will leave a number of policies, terms and conditions that are specific to teaching staff in Lancashire Adult Learning e.g. rates of Pay and Definition of Teaching Duties (Red Book - Section 4) and holiday pay and entitlement (Section 3 – 5(g)). These will continue to be detailed in the Red Book unless or until there is a corporate review of specialist groups of staff across the County Council.

Consultations

The University and Colleges Union have been consulted on the alignment of these policies and are in agreement with the proposals.

Implications:

There are no other implications.

Any representations made to the Cabinet Member prior to the issue being considered in accordance with the Public Notice of Forward Plans

Name:	Organisation:	Comments:
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N/A

Local Government (Access to Information) Act 1985 List of Background Papers

Paper	Date	Contact/Directorate/Tel
Red Book – Section 3 – Summary of terms and conditions	July 2008	Elaine Fitchie (01257 516446)
Red Book – Section 5 – Sick Leave and Sick Pay		
Red Book – Section 6 - Absence		
Red Book – Section 8 - Redundancy		
Red Book - Section 10 – Disciplinary & Capability		
Red Book – Section 11 – Grievance		

Reason for inclusion in Part II, if appropriate

N/A