

TRADES UNION RECOGNITION AGREEMENT

General Principles and Scope of the Agreement

The Trust recognises the right of staff to be members of a Trades Union and the mutual benefits this will have. The Trust recognises the Union's responsibilities to represent the interest of their members employed by the Trust. In doing so it notes that staff organisations are important for providing a positive channel of communication between the Trust and staff. Both parties to this agreement have the common objectives of:

- efficiency and success of the Trust for the benefit of all
- the maintenance of good relations by the resolution of conflict of interest between the Trust and its employees through consultation and negotiation
- to provide a means of jointly examining and discussing relevant issues raised by either management or staff through an exchange of views and information and to resolve such issues effectively

The Trust recognises the importance of information to the conduct of harmonious relationships between the Trust and its employees. It is expected that the Trust will inform employees, on a regular basis, of matters that affects their employment and of the Trust's business plans performance.

Recognition/Accreditation

UNISON (previously NALGO, NUPE and COHSE)
Royal College of Nursing (RCN)
British Medical Association (BMA)
British Association of Occupational Therapists (BAOT)
Chartered Society of Physiotherapy (CSP)
Society of Radiographers (SOR)
Manufacturing, Science and Financial Union (MSF)
British Dietetic Association (BDA)
Amalgamated Electrical and Engineering Union (AEEU)
Union of Construction Allied Trades and Technicians (UCATT)
Royal College of Midwives (RCM)
Hospital Physicists Association (HPA)

Recognition of these organisations is subject to their continuing to have membership among staff in the Trust. the unions will, if require by management, provide evidence of actual membership. By mutual agreement recognition or de-recognition of unions following changes in membership will be reviewed.

The Trust agrees to recognise accredited representatives of the Unions listed above.

It shall be the responsibility of the Unions to inform the Trust of the names and constituencies of representatives at the time of accreditation (ref: Facilities Agreement). This should be done by submitting documentation to the Director of Personnel and Administration. The Unions will also inform the Trust when such accreditation has been withdrawn by the Unions.

Accredited representatives must be employees of the Trust.

Joint Staff Consultation and Negotiation Committee

The establishment of a committee for the exchange of information, negotiation and consultation is seen as important. The committee shall be known as the Joint Staff Consultation and Negotiation Committee.

It is acknowledged that this is the main Committee for consultation and negotiation between the Trust and its employees.

The Unions recognise the importance of the confidentiality of information provided to the Joint Staff Consultation and Negotiation Committee.

Terms of Reference

The primary purpose of the Consultation and negotiation Committee is for the communication, consultation and negotiating of Policies and Procedures on staff and Trust wide issues.

It is designed to keep staff representatives informed, able to comment on key issues be given appropriate information and to have the opportunity to raise matters of concern and interest.

Equally it provides the opportunity for Directors to be informed and to discuss issues of concern and interest to staff.

Ideally the Committee will function so as to anticipate and reduce potential difficulties.

It should be noted that matters affecting individuals cannot be discussed at the Committee.

Membership

The Committee will be open to the Chairman and Secretary from each site and one accredited representative from each site from each staff organisation with members within the Oxford Radcliffe Hospitals. Full-time and Branch Officers can attend by joint prior agreement in an ex-officio capacity with a right to speak but not to vote.

The Committee will normally be chaired by the Chief Executive supported by the Director of Personnel and Administration and up to two other Directors. Other Senior Managers will attend as appropriate.

Administrative Arrangements

The Committee will meet bi-monthly, dates and venue to be agreed and circulated by the Personnel Department. The Secretary to the Committee will circulate an agenda to all members at least one week in advance of each meeting. Items for the agenda are the responsibility of both management and staff side representatives. Minutes of the meeting will be circulated to members within two weeks of the meeting taking place.

It is acknowledged that staff representatives will need time off to prepare for and attend the meetings.

Review

There will be no change to this Agreement other than by joint negotiation/

The Agreement is not legally binding but binding in honour only.

SIGNED:.....DATE:.....
(Mr. D. Highton, Chief Executive)

SIGNED:.....DATE:.....
(Miss D. Pearman, Joint Chairperson of Staff Side - RCN)

SIGNED:.....DATE:.....
Mr. J. Darley, Joint Chairperson of Staff Side - MSF)