

Healthwatch Cambridgeshire and Peterborough

General Purposes Group Report

Purpose

1. This report informs the Board of the work of the General Purposes Group and recommends that the Board approve a cost of living increase for staff and approval of policies, as listed.

Key issues

2. At its April meeting the Group considered national pay awards for NHS staff and the recommended increase for Local Government. As a result, the Group recommends that Healthwatch Cambridgeshire and Peterborough staff receive 2% cost of living increase, backdated to 1st April. This increase should apply to new staff, as well as those in employment at this date.
3. The Group also recommends that, for this year, the Board agree that Healthwatch Cambridgeshire and Peterborough pay staff the National Living Wage (NLW), as a minimum. This should be reviewed annually.
4. The Group considered these policies and feedback from Directors. Changes have been made to take account of all feedback and they are recommended for approval.
 - Recruitment policy
 - Disciplinary policy
 - Grievance policy
 - Equality and Diversity policy
 - Environmental policy
5. The Group is also overseeing arrangements for the AGM and the Annual Report and reviews the Healthwatch Cambridgeshire and Peterborough Risk Register at each meeting. The Board will review twice annually and additionally for escalations.

Action required by the Board

6. The Board is asked to:
 - Approve a 2% pay increase and adoption of the NLW for staff in 2018/19
 - Approve the policies as listed.

Author

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16th May 2018