



JOINT NATIONAL UNION COMMITTEE

1. MEMBERSHIP

The 'Management Side' and the Trade Union Side' comprise the Joint National Union Committee.

Unless otherwise agreed:

- (i) The Management side will consist of representatives of corporate Human Resources and such other ITV Senior Management as are appropriate to the issues under discussion.
- (ii) The Trade Union side will consist of two members appointed by BECTU, two members appointed by UNITE and two members appointed by the NUJ with membership restricted to paid officials or senior representatives of the recognised Unions of ITV.
- (iii) Any union member of ITV staff or an official of any of the recognised Unions and any ITV member of management may be co-opted for specific items or to be a member of a sub-committee by agreement of the Committee.

2. CHAIRPERSON AND MINUTES

Meetings will normally be chaired by the senior member of ITV Management and minutes will be taken by an appointed ITV representative who will not be a member of the Committee.

Minutes of meetings of the Committee will be prepared by the Management Side and sent to the Union Side for agreement.

3. MEETINGS

The Committee will normally meet four times per year at an ITV London location agreed in advance. The agenda will be agreed and circulated by the Chairperson as soon as possible before each meeting.

Special meetings of the Committee will be arranged by written application by either side. Notice of special meetings and the agreed agenda will be issued by the Chairperson. Every endeavour will be made to hold the meeting no more than fourteen days after the agenda was agreed.

4. DECISIONS

Any decision of the Committee will require the agreement of both sides. On the Trade Union side this will require the approval of all the unions entitled to be present.

5. QUORUM

One member from each of the recognised Unions on the Trade Unions' side and two members of the Management side, unless otherwise agreed.

6. TERMS OF REFERENCE

The objective of the Committee shall be to:

- (i) Consult and where appropriate reach agreement on those elements of pay and conditions of service which are corporate terms for all ITV employees who are covered by the various existing and most relevant regional recognition and house agreements in place throughout ITV or may be amended from time to time;
- (ii) Set up by agreement special Sub-Committees with powers to consult and make agreed recommendations on aspects of (i) above. The members of the Sub-Committees will be determined by the National Committee;
- (iii) When appropriate and with the authority to do so, secure and sustain effective employee relations, maximise efficiency and the well-being of ITV employees by providing an effective channel of communication between them at the highest level on matters which are appropriate to joint consultation;
- (iv) Discuss corporate policy matters relating to employees which are agreed to be appropriate for consultation at that level.

7. PROCEDURES

- (i) Recommendations made by any Sub-Committee will be submitted for ratification by the National Committee;
- (ii) A Sub-Committee will refer the matter back to the National Committee if it fails to agree or make any recommendations;
- (iii) In the event of a failure to agree which cannot be resolved within the National Joint Committee, either party will confirm in writing to the other a failure to agree and the action or next steps they propose to undertake and timelines of such action or steps;
- (iv) Having followed due process and receipt of a written registered failure to agree, either party may refer the matter to the Advisory Conciliation and Arbitration Service (ACAS) for conciliation. Where both parties agree, the matter may be referred to ACAS for arbitration..
- (v) No detrimental actions will be taken by either party until this procedure is exhausted. In the event of any difference arising which cannot immediately be resolved satisfactorily, then whatever practice or agreement existed prior to the differences shall continue to operate pending a settlement or until the agreed procedure has been exhausted.

SIGNED ON BEHALF OF ITV MANAGEMENT: *Andy Dyle*

DATE: *26.1.10*

SIGNED ON BEHALF OF BECTU: *[Signature]*

DATE: *26.1.10*

SIGNED ON BEHALF OF UNITE: *[Signature]*

DATE: *26 January 2010*

SIGNED ON BEHALF OF NUJ: *[Signature]*

DATE: *26/1/10*