

**Summary of the 371<sup>st</sup> meeting of the Acas Council on Thursday 5<sup>th</sup> May 2016 in rooms 6, 23<sup>rd</sup> Floor Euston Tower, 286 Euston Road, London NW1 3JJ.**

**Council members present:**

Brendan Barber (Chair)  
 Michael Gooddie  
 Paul Butler  
 Neil Carberry  
 Mike Clancy  
 Sally Hunt [Part]

Agenda Item	Outcome
<p><b>Apologies and introductions</b></p>	<p>Apologies were received from Council members Paul Nowak, Vikki Hawes, Jane McNeill and Paul Willman.</p> <p>Brendan Barber welcomed newly appointed Council member Mike Clancy, General Secretary and Chief Executive of Prospect to his first Council meeting. Council noted that recruitment of two further members was ongoing.</p>
<p><b>Minutes of the 370<sup>th</sup> Council meeting</b></p>	<p>The minutes of the March meeting were reviewed and agreed.</p>
<p><b>Matters arising from the minutes</b></p>	<p>Council agreed that as the Trade Union Bill had gone through the House of Lords and received royal assent on 4 May 2016, it would be appropriate to consider potential implications for Acas at its next meeting.</p>
<p><b>Chief Executive's report</b></p>	<p>The Acas Chief Executive presented her standing report on operational performance and internal matters.</p> <p>Council noted that operational performance for 2015/16 was generally positive and above target. Where outturns were below ambitious forecasts for example guidance downloads, Council welcomed the growth from the previous year.</p>

<p><b>Chief Conciliator's brief</b></p>	<p>The Chief Conciliator gave an oral update to Council on collective disputes and Acas involvement. Council also welcomed the planned presentation at its next meeting on recently conducted research relating to Collective Conciliation.</p>
<p><b>Annual People Update</b></p>	<p>Council received an update on all people related matters across the organisation and plans for the upcoming year. Council noted plans to recruit an apprentice in 2016/17.</p>
<p><b>Guidance Plan</b></p>	<p>Council noted plans for guidance in 2016/17 and welcomed the intention to continue to support guidance with e-learning, video content and infographics.</p>
<p><b>Individual Conciliation Research</b></p>	<p>Council discussed the headline findings from a survey into the overall effectiveness and impact of Acas' conciliation services after the submission of an ET1 form.</p> <p>The thoroughness of the research was welcomed as well as the positive findings relating to Acas' impact.</p> <p>The research was due to be published on the Acas website in May 2016.</p>
<p><b>Review of Effectiveness</b></p>	<p>Council discussed the findings from the survey of members on the effectiveness of Council operation.</p> <p>The results were largely positive or very positive for the majority of questions asked. Council members were keen to be used to a greater extent in an internal and external ambassadorial capacity.</p>

<b>Quarter four Balanced Scorecard &amp; Strategic Risk Register</b>	<p>Council noted the quarter 4 Balanced Scorecard and welcomed the positive performance for the majority of metrics across 2015/16.</p> <p>The risk register was also noted.</p>
<b>Minutes of the February 2016 Audit Committee</b>	<p>Council noted the minutes from the 25 February Audit Committee meeting.</p>
<b>AOB</b>	<p>No further business was discussed.</p>