
INDUSTRIAL RELATIONS FORUM

TERMS OF REFERENCE

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1. PURPOSE

The purpose of the Industrial Relations Forum is to:

- 1.1 Promote effective industrial relations between Government and trade unions¹, to strengthen communications and facilitate positive agenda change across the Isle of Man Government.
- 1.2 Ensure regular dialogue between Government and trade unions for the purpose of sharing information, answering queries and consulting on matters of mutual interest.
- 1.3 Act as a conduit to seek feedback from a range of stakeholders including departments, managers and team members across all employment groups.
- 1.4 Support the shaping and sharing of consistent overarching messages across our workforce.
- 1.5 Recognise that trade unions are established as key parties in the delivery of public services and trade union membership is both welcomed and encouraged.
- 1.6 Promote positive employee relations between the IOMG and recognised trade unions.

It is recognised that the Industrial Relations Forum is not a forum for negotiating terms and/or conditions or a collective bargaining body. These negotiating bodies already exist across the Public Service.

2. SHARED PURPOSE

- 2.1 In this forum we will work in a way that:
 - Is constructive, focused on action and delivery
 - Is built on openness and honesty
 - Recognises the range of views across the forum, listening to and considering all opinions, even when they are different to ours

¹ This includes staff associations

- Seeks to establish a shared view.

2.2 This will then reflect in our communications out from the Forum to our workforce by:

- Demonstrating the priority we give to communicating with our workforce
- Providing clarity and consistency in what the key messages and outcomes of the forum are
- Constructing simple messages that are provided in a range of standard ways to suit different audiences.

3. PROVISION OF INFORMATION

3.1 The IOMG agrees to continue to provide via www.gov.im public sector wide information relevant to its policies on the following matters. Although not exhaustive, this information includes:

- financial information;
- strategic policy and business plans;
- workforce planning/organisational structures/staffing/skill mix/redeployments;
- recruitment and retention;
- learning and development/talent management;
- performance management and promotion;
- health and safety;
- equality and diversity;
- other relevant policies/information.

4. MEMBERSHIP

4.1 Chair of the PSC
Vice-Chair of the PSC
Members of the PSC (as required)
Executive Director, HR Director and Service Leads within the Office of Human Resources (OHR)
Representatives of Trade Unions with members in the public service Co-Chair Trade Unions
Vice Co-Chair Trade Unions

4.2 Secretariat support will be provided by OHR.

5. MEETINGS AND MINUTES

5.1 Meetings of the Industrial Relations Forum will be scheduled quarterly, or as required with additional sub forum meetings arranged as required.

5.2 Meetings shall be chaired by The Chair, PSC or by the Co Chair or Co Vice Chair.

5.3 Forum members will be key to providing items for consideration on the agenda. Once agreed by the Chair, agendas shall be circulated by the Secretariat.

5.4 The agenda and papers will be distributed to members one week before each meeting by the Secretariat.

5.5 In order to be quorate, the Industrial Relations Forum will have at least three employers/management representatives, one of which should be the Chair/Vice Chair of the PSC and four Trade Union representatives (from different areas) including Co Chair/Co Vice Chair.