

**CHIEF EXECUTIVE'S
JOINT CONSULTATIVE COMMITTEE**

Draft Minutes of the Meeting held on Monday 1st June 2015

PRESENT: Nicole Scammell (NS) – Director of Corporate Services & Section 151 Officer (Acting)
Gareth Hardacre (GH) - Head of HR and OD
Lynne Donovan (LD) – HR Service Manager, Customer Service
Gary Enright (GE) - Unison
Neil Funnell (NF) – GMB
Kelly Andrews (KA) - GMB
Sue Christopher (SC) – Principal HR Officer
Richard Ballantine (RB) – HR Manager
Angela Abraham (AA) – Secretary to Head of HR and OD (Minute Taker)

		Action Point
1.	APOLOGIES FOR ABSENCE Apologies for absence were received from Simon Brassinne (SB), Dave Bezzina (DB) and Andrew Williams (AW).	
2.	DECLARATIONS OF INTEREST There were none. NS reminded the group that if any potential conflict of interest was identified as the meeting progressed, it should be declared at that point.	
3.	MINUTES OF PREVIOUS MEETING AND MATTERS ARISING The minutes of the previous meeting were agreed as a true and accurate record and there were no matters arising.	
4.	BUDGET UPDATE & MTFP NS advised that all Directors and Heads of Service had been met with and follow-up meetings were due to take place. There would be a CMT Away Day on 11 th June and an informal Cabinet meeting on 17 th June with a view to having a Members seminar/workshop in July. Some tricky decisions lay ahead in view of the recent election.	

	<p>GE asked when the information regarding proposed cuts could be shared and was advised by NS that nothing could happen until the information had been shared with Members at PDM. The Authority was still looking to put the proposals out by the end of October.</p>	
5.	<p>STANDING ITEMS</p> <p>There were no standing items.</p>	
6.	<p>UPDATE ON POLICY AND RESOURCE SCRUTINY / CABINET MEETINGS AND REPORTS AND POLICY CONSULTATION</p> <ul style="list-style-type: none"> • Disciplinary Policy – RB had received some feedback regarding the policy and took the group through the main changes and key issues. NF asked at what stage a verbal warning could be issued. It was confirmed that this had to be agreed by all parties in the first instance and could not be issued like ‘smarties’. RB advised that he was awaiting further feedback before making any more changes. • Adoption Leave – this would be a delegated decision as it was a matter of putting the legislative changes the Government had made into the policy. • Internal Disputes’ Procedure for Pensions – a draft procedure had been put together and would be distributed shortly for comments. • Ill Heath Retirement Process – LD asked for comments by 5th June. • Assisted Car Purchase Scheme – CMT had considered a report to decide whether to continue with the scheme. It was agreed that no fresh loans would be made once the current ones had been run down. 	All
7.	<p>DISCUSSION ITEMS</p> <p>(i) Voluntary Severance – an email had been sent out, but things were still quiet. Profile data was currently being compiled and would be distributed at a later date.</p>	

8.	TRADE UNION ITEMS Trades Dispute – not yet been lodged.	
9.	ANY OTHER BUSINESS Interim Chief Executive – an update was given regarding the arrangements for the continuation of CB's contract. Leisure Grievance – this was currently being set up and a hearing would be convened as soon as possible.	
10.	DATE AND TIME OF NEXT MEETING It was confirmed that the next meeting would take place on Monday 29 th June 2015 at 10.00 am in Room 1.3, Ty Penallta.	