

CAERPHILLY COUNTY BOROUGH COUNCIL

JOINT CONSULTATIVE COMMITTEE

MINUTES OF THE MEETING HELD AT THE COUNCIL OFFICES, TREDOMEN ON WEDNESDAY, 9TH JULY 2003 AT 2.00 P.M.

PRESENT:

B. Barrowman – Chairman
Councillor A.J. Pritchard – Vice Chairman

Together with:

Councillors:

Mrs E.E. Holland, C.P. Mann, J. Taylor, K.P. Viney and L.G. Whittle

Officers:

J. Wakley (Head of Personnel), J. Powell (Personnel Manager – Employee Services), R. Gough (Personnel Manager – Policy and Standards), G. Wright (Head of Support Services), Ms L. Jobbins (Education Personnel), N. Barnett (Assistant Director of Social Services - Resourcing and Performance) and Mrs K. Wall (Committee Services Manager)

Trade Union Representatives:

A. Jones (TGWU), A. J. Reece (UCATT), C. Vickers (NASUWT), E. Gibbs (UNISON), Mrs P. Baldwin (UNISON), P. Smith (UNISON) and M. Payne (GMB)

APOLOGIES

Apologies for absence were received from Councillor Mrs J. A. Pritchard, S. Rosser (Deputy Chief Executive), P. Short (UNISON) and A. Williams (AMICUS).

324 **CHAIRMAN'S COMMENTS**

The Chairman complimented the past Chairman, Councillor C.P. Mann on the efficient and courteous manner in which he had conducted meetings of the Committee during his term of office.

325 **MINUTES**

The minutes of the JCC meeting held on 23rd April 2003 were approved as a true record.

326 **MATTERS ARISING**

- (a) **Minute No 4(a) – Education Teachers JCC** - It was noted that at the last meeting, UNISON had queried the apparent different approaches taken in respect of the granting of enhancements between school and non school staff. Mr Wakley (Head of Personnel) indicated that this issue was being examined and a report would be prepared for consideration at a separate meeting.
- (b) **Minute No 6 – Abolition of Two-Tier Workforce** – It was reported that the Welsh Assembly Government's (WAG) detailed procedural guidance on the abolition of the two-tier workforce was still awaited. Once received, it would be possible to draft guidance for both operational managers and those responsible for letting contracts. However advance notice had been received that

indicated that the procedure for formal disputes resolution has been agreed but full details were still awaited.

327 **DIRECTORATE JOINT CONSULTATIVES**

- (a) **Directorate of the Environment JCC** - The minutes of the meeting held on 29th April 2003 were noted.
- (b) **Teachers JCC** – The minutes of the meeting held on 11th June 2003 were noted.

Matters Arising –

Job Share Scheme – Reference was made to the Working Group recently established to examine the wider issues of flexible working and a request was made to include a support staff trade union representative on the group.

Teacher Workload – Several Union representatives emphasised the need for the WAG to allocate additional funding to introduce this initiative and Mrs Baldwin (UNISON) reported that she had written to the Director of Education and Leisure requesting an urgent meeting before the end of term.

- (c) **Directorate of Social Services (JCC) – Level 1** – The minutes of the meeting held on 18th June 2003 were noted.

328 **TRADE UNION FACILITIES**

Mr J. Powell (Personnel Manager – Employee Services) updated the meeting on the present position and reported that two meetings had recently been held to -

- agree a time allocation formula for union branch secretaries to undertake their duties and additional 'top up' time based on the unions' membership numbers
- consider the request from UNISON for additional funding to employ an Assistant Branch Secretary for 2½ days per week
- consider the status of the Joint Shop Stewards Committee and to allocate time for the secretariat duties to be undertaken

He also indicated that most of the above issues were reaching resolution and that the Trade Union Facilities figures would now be consolidated and circulated to Union representatives before a report was prepared for submission to the HR Strategy Group, Corporate Management Team and Cabinet.

329 **WORKLIFE BALANCE SUB GROUP**

Mr R. Gough (Personnel Manager – Policy and Standards) provided an update on the issues discussed at the last meeting of the Worklife Balance Sub Group held on 8th May and copies of the minutes of the meeting were also made available to those present.

330 **HR STRATEGY GROUP UPDATE AND MINUTES**

The minutes of the HR Strategy Group meeting held on 23rd June 2003 were circulated to those present. During discussion, reference was made to minute no 10 in respect of occupational health issues and a Trade Union representative enquired whether any progress had been made in seeking alternative providers. Mr Wakley explained that the regulatory requirements of this course of action were still being investigated and it was anticipated that a report would be submitted to a future HR Strategy meeting.

The Trade Unions also welcomed the introduction of Long Service Awards and queried if this would include the extension of the loyalty bonus. It was explained that this was an inherited scheme introduced for a specific purpose and was not included in current proposals.

331 CONSULTATION ON MAJOR ISSUES

Copies of the notes of the Consultation Meeting held with Trade Unions on 30th June 2003 and of the Draft Action Plan for the Implementation of Job Evaluation/Protection/Phasing In were circulated at the meeting.

The need for the authority to implement a Job Evaluation scheme was discussed and it was noted that the Draft Action Plan referred to the possible introduction of the GLEA scheme for Trade Unions, although the Trade Union representatives favoured introduction of the NJC Job Evaluation scheme.

332 DATE OF NEXT MEETING

It was noted that the next JCC meeting would be held at the Council Offices, Tredomen on Wednesday, 8th October 2003 at 2.00 p.m.

The meeting closed at 2.50 p.m.