

DIRECTORATE OF SOCIAL SERVICES**JCC LEVEL 1****MINUTES OF MEETING HELD ON 23RD FEBRUARY 2006**

Present: Albert Heaney, Assistant Director, Resourcing & Performance (Chair)
 Nigel Barnett, Assistant Director, Adult Services
 Sue Barker, Interim Assistant director, Children's Services
 Pam Baldwin, Branch Secretary, UNISON
 Ceri Tracey, Secretary (Minutes)

Apologies: John Toner, TGWU
 Mike Payne, GMB
 Mike Jackson, UNISON Representative
 Dave Bezzina, Regional Officer, UNISON

Agenda Item No:	Discussion/Decision	Action by
1.	<p><u>Minutes of the Last Meeting</u></p> <p>The minutes of the previous meeting were read and agreed as accurate.</p>	
2.	<p><u>Matters Arising</u></p> <p>3a. Children's Services Restructure – the post is being advertised. One candidate was previously identified following Officer Level interviews but it was agreed there was a need to re-advertise for a wider selection at Member interview.</p> <p>4. Accommodation – negotiations underway regarding De Clare Business Park. The building is near completion with the Landlord requesting specification for internal layout. The space will predominately be used by Children's Services with some for Adult Services. Housing also have accommodation needs at De Clare. Discussions are taking place regarding the possibility of a second unit.</p> <p>There is also a potential for Adult Services staff to move from William Street, Bargoed to Argonaut. Would offer the potential for all Adult disability services to be based at one site. NB has met with John O'Brien.</p>	NB

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	<p>Registration Fees – AH has met with Lynne Wainwright and in line with Caerphilly Policy, registration fees to be met by the authority when a requirement of the job. Registration of social care workers will have a sizeable cost impact but will need to be paid if relates to role.</p> <p>Similarly carers will also have fees paid by the council as training is a requirement of the position. Registration for carers aimed to be completed by April 2007 with registration opening this year, however no official start date in place as yet. Assistance may need to be given to colleagues with regard to completing the required forms.</p> <p>PB raised issue of POVA investigations as information has been received stating investigations can be deferred for six months before review. Those on the POVA list within the authority are generally no longer working for the council as is highly likely they will have gone through the disciplinary procedure. The authority can only recommend people to go on the POVA list with approval by the Secretary of State.</p> <p>AD makes the decision to suspend a member of staff and timescale commences when decision is made to undertake an investigation. This can sometimes be delayed due to other factors, such as Police involvement. Decision as to whether or not a referral is to be made presently resides with AD. PB agreed to provide information which may help to manage the process.</p>	PB
<p>3.</p> <p>1.</p> <p>3.</p>	<p><u>JCC Level II – Children’s Services and Resourcing & Performance (25/1/06)</u></p> <p>Budget – SB confirmed happy with budget for 2006/07.</p> <p>The overspend in relation to Out of County is much better due to increase in in-house foster carers. Respite placements have also reduced as needs have lowered.</p> <p>1% factor required for efficiency savings and SB agreed to bring details to next meeting if available.</p> <p>Flexi Time for Social Workers – No feedback received but AH will ensure this is followed up at JCC Level II meetings.</p>	<p style="text-align: center;">SB</p> <p style="text-align: center;">AH</p>
<p>4.</p> <p>3</p>	<p><u>JCC Level II – Adult Services (23/1/06)</u></p> <p>Budget – NB confirmed pleased with budget for the forthcoming year. Cabinet approved monies from WAG with the majority protected for Adult Services.</p>	

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<p>4 (c)</p> <p>4 (e)</p>	<p>Again, details of efficiency savings factor of 1% will be brought to the next meeting if available.</p> <p>AH also advised PB there will be a review of sickness payment and benefit for part time staff following information received from ACAS.</p> <p>Homecare – an informal meeting was held with staff regarding general concerns over improvements in communication. Ralph Angel, Acting Service Manager for Older People Residential, is consulting with staff regarding key areas. Lots of positive feedback received and a report will be produced. It is envisaged there will be a return to the three year model with a direct line of communication, reverting back to the ‘North, South & East’ system. Also looking at cover for out of hours service, providing a service from 7am until 12 midnight with fully equipped staff.</p> <p>Management of the Homecare market being considered, looking at the internal and external split. May consider introduction of a Peripatetic Team managed by a permanent Team Manager.</p> <p>NB and PB to meet to look at agreements with a view to the possible increase in staff hours. NB stated that dialogue in past with Union regarding the Homecare Forum has been excellent.</p> <p>Ty Darran – A procurement offer with non profit company is being considered. Several meetings have taken place involving residents and Procurement with a suggested start date in January and a proposal to go to tender in April. If successful in procurement, will be looking at least 2007 for commencement of building work. A non detrimental route has been taken but cannot start negotiations until procurement has been completed.</p> <p>Planners hope to maintain the existing building, procure the whole site, move any residents and have building fully refurbished. This will result in a new 40 bed building. It is envisaged that further staff will be required with conditions of service remaining unchanged.</p> <p>A meeting is taking place in March with Procurement so further information will be available after this date.</p> <p>Senior Practitioner - SB confirmed that requirement is for three years qualifying experience before people can apply for positions within Children’s Services.</p>	<p>NB</p> <p>NB & PB</p>

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5.	<p><u>Garthwaite Report</u></p> <p>NB & AH gave presentation to both the HSCWB and P & R Scrutiny and outcome was that Caerphilly become members of the Task & Finish Group. Membership was sought and confirmed and a representative from Unison is to attend the first meeting. There are approximately 10 members on the working group with AH as lead officer along with Gareth Hardacre from HR. Regular meetings are planned to progress the work.</p> <p>The report has been endorsed by all parties, including WLGA.</p> <p>Union suggested holding a seminar to invite people to attend and provide feedback.</p>	
6.	<p><u>Pension Update</u></p> <p>Ballot papers will be issued shortly with the closing date around 4pm on Friday 10th March. Unsure of when results will be available but it is envisaged that members will take any industrial action on 28th March followed by a rolling programme. An exemption list is available from the last proposed action.</p> <p>It is envisaged that the Rule of 85 will be removed by 1st October with exceptions for those of 53 years of age. This was challenged nationally as a breach of contract but was not found discriminatory.</p> <p>PB confirmed that it is likely that strike action will occur.</p>	
7.	<p><u>Any Other Business</u></p> <p>None.</p>	