



CORPORATE JOINT CONSULTATIVE COMMITTEE

**MINUTES OF THE MEETING HELD AT THE COUNCIL OFFICES, DUFFRYN HOUSE,
DUFFRYN BUSINESS PARK ON TUESDAY, 29TH JANUARY 2008 AT 2.00 P.M.**

PRESENT:

Councillor G.R. Price - Chairman
E. Gibbs (UNISON) - Vice-Chairman

Councillors:

H.A. Andrews, D.T. Davies, E.K. Griffiths, D.T. Hardacre, G. Jones, D.V. Poole,
Mrs. B.M. Toomer, R. Woodyatt

Together with:

S. Rosser (Chief Executive), A. O'Sullivan (Director of the Environment), A. Williams (Assistant Director of Resourcing and Performance), D. Hopkins (Director of Education and Leisure), N. Barnett (Director of Corporate Services), G. Hardacre (Head of People Management and Development), K. Evans (Personnel Manager - Policy and Performance), H. Morgan (Senior Committee Services Officer)

Trade Union Representatives

Mrs. P. Baldwin (UNISON), B. May (TGWU), P. Jones (AMICUS), C. Vickers (NAS/UWT) and Mrs. J. Shelton (Joint Union).

APOLOGIES

Apologies for absence were received from D. Bezzina (Unison Regional Organiser), L. Woodland (UNISON), M.J. Payne (GMB) and Ms. A. Stevens (ASCL).

1. MRS. PAM BALDWIN - UNISON

The Chairman advised the Committee that Mrs. Baldwin was shortly to retire from the Council's employment and that this was the last meeting of the Joint Consultative Committee which she would attend. Mrs. Baldwin was thanked for her valued contributions at the meetings and wished every success and happiness for the future.

2. DECLARATIONS OF INTEREST

There were no declarations of interest made during the course of the meeting.

3. MINUTES - 17TH OCTOBER 2008

RESOLVED that the following minutes be approved as a correct record and signed by the Chairman:-

Minutes of the Corporate Joint Consultative Committee meeting held on 17th October 2007 (minute nos. 1 - 11 on page nos. 1 - 4).

MATTERS ARISING

4. Children's Services - Resourcing and Performance - 23rd July 2007 (minute no. 7)

Mr. Williams (Assistant Director of Resourcing and Performance) confirmed that this matter had been discussed in detail at a recent Directorate Joint Consultative Committee.

5. Office Accommodation - Unison Office (minute no. 9)

Mrs. Baldwin reported that the damp problems being experienced in the Unison Office at Tredomen have still not been resolved.

MINUTES OF DIRECTORATE JOINT CONSULTATIVE COMMITTEES

6. Minutes of the Education and Leisure Directorate Joint Consultative Committee

The minutes of the Education and Leisure Directorate Joint Consultative Committee meeting held on 10th October 2007 were received and noted.

7. Matter Arising

Mr. Vickers indicated that there were certain issues within the minutes which he would raise at the next Directorate Joint Consultative meeting.

8. Minutes of the Chief Executives Directorate Joint Consultative Committee

The minutes of the Chief Executives Directorate Joint Consultative Committee meeting held on 5th December 2007 were received and noted.

Matter Arising

9. Consultation (minute no. 3)

Mrs. Baldwin indicated that she was not able to attend the last Environment Directorate meeting and had certain issues in relation to consultation that she would wish to raise with the Director. Mr. O'Sullivan indicated that he would be happy to meet Mrs. Baldwin to discuss any concerns.

10. EXCESS TRAVEL SCHEME

Mr. G. Hardacre (Head of People Management and Development) referred to the requirement to review the provisions of the scheme and pointed out that the document (which details the arrangements for the relocation of employees from one work location to another where the

new location is further away from the employee's home) is intended as the notification of the first draft and that arrangements are in hand for detailed consultation to be undertaken on its content with the Trade Unions prior to its presentation for approval.

11. JOB EVALUATION UPDATE

Mr. G. Hardacre (Head of People Management and Development) gave a verbal update in relation to job evaluation and noted that the Trade Union representatives are actively involved in the negotiations regarding the new pay structure and continue to meet Officers on a fortnightly basis. Reasonable progress has been made to date.

It was noted that those posts that have not yet been considered by the Panel are in the process of being revisited and that a few posts that had not previously been evaluated have been found.

Mr. E. Gibbs referred to rumours that the process would be completed in two weeks and Mr. Hardacre confirmed that as detailed negotiations are still ongoing this would certainly not be the case. However, he was hopeful that in advance of the next meeting of the Joint Consultative Committee an agreement would have been reached.

12. CONSULTATION BETWEEN TRADE UNIONS AND MANAGEMENT

Mrs. Baldwin reported that the consultation between Unison and management is improving but reemphasised the requirement to work together in partnership and ensure that consultation is undertaken at the earliest possible stage in order that issues can be resolved more quickly.

It was noted that it had been agreed that in future if there are any specific issues which are to be raised during the course of the meeting Officers should be advised in advance in order that the matter can be investigated and a response be made available at that time and that an item had been included on the agenda to that effect and a letter had also been sent to the representatives requesting the information. There were no items raised in accordance with this procedure.

13. MAKING THE CONNECTIONS/SHARED SERVICES

Mr. N. Barnett (Director of Corporate Services) confirmed that tenders have been sought to proceed to the detailed business case stage and once received they will be analysed and presented to the Steering Group. He referred to the document which had been presented by the Welsh Local Government Association at the last meeting of the Steering Group and indicated that he would circulate a copy for information.

Mr .S. Rosser referred to other issues that will be considered in the future, waste management, social services and legal services and indicated that regular updates will be given at future meetings.

In responding to a query in relation to future obligations, Mr. S. Rosser confirmed that whilst Cabinet had agreed to continuing participation in the South East Wales Shared Services Project on HR, Payroll and Training and to proceed to the detailed business case stage it would not commit the authority to its outcomes. This would be a matter for consideration once all details are available and will be fully considered by Council.

14. OFFICE ACCOMMODATION

Mr. Rosser confirmed that the contractor has officially handed over the building to the council and arrangements are in hand to carry out the fitments ready for occupation. He indicated that staff will move into Penallta House on a phased programme (commencing on 17th March 2008) and have been advised of the timescales relating to particular service areas. Arrangements are also in hand to produce an information leaflet for both staff and members of the public.

Members wished to place on record their appreciation to all of the in-house staff that have been involved in the project and commended them in their efforts in achieving the hand over of the building within the timescale.

ANY OTHER BUSINESS

15. Staff in the Redeployment Pool

Mrs. Baldwin raised a query in relation to the number of staff who are in the corporate/directorate redeployment pool and it was agreed that a report would be presented to the next meeting.

16. Budget Consideration Process 2007/2008

Mr. Rosser gave a brief update on the ongoing detailed budget consideration process and confirmed that as in previous years the budget would be very tight with little, if any, room for service development. He pointed out that it should be recognised that there was little scope for service development without reducing another service and referred to discussions in relation to the inescapable areas of growth, unavoidable service pressures to front line services and detailed the requirement to re-prioritise services, consider potential service cuts and still ensure that the requirement of the service can be delivered.

It was noted that alongside budgetary issues continues to run the efficiency agenda and Mr. Rosser referred to the need to challenge existing service delivery arrangements in order to identify efficiencies which make the most of available resources and contribute to the budget setting process. He indicated that the process of re-prioritisation of services and determining potential service cuts is currently being considered by Officers and details will be presented to Members as part of the 2008/09 budget proposals at a special meeting of Council scheduled for 28th February 2008. Mr. Rosser indicated that if any of the representatives require any further information before that date they should take the opportunity to arrange to meet Mr. Barnett who would be in a position to provide more details.

17. DATES OF DIRECTORATE/JOINT CONSULTATIVE COMMITTEE MEETINGS

Dates of future Directorate/Corporate Joint Consultative Committee meetings were noted. Quarterly meetings of the Corporate Joint Consultative meetings had been scheduled for 22nd April, 22nd July and 21st October 2008. Special meeting would be convened as and when required.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 18th April 2008 they were signed by the Chairman.

The meeting closed at 2.25 p.m.