

**CHIEF EXECUTIVE'S  
JOINT CONSULTATIVE COMMITTEE**

**Minutes of Meeting held on 9 December 2008**

**PRESENT:** Nigel Barnett, Director of Corporate Services (Chair)  
 Gareth Hardacre, Head of Workforce & Organisational Development  
 Katrina Evans, Personnel Manager (Policy & Performance)  
 Lisa Haile, Personnel Manager  
 Mike Payne, Regional Officer, GMB  
 Leigh Woodland, UNISON  
 Trish Reardon, Employee Service Centre Manager  
 Nicole Scammell, Head of Corporate Finance

**APOLOGIES:** Edgar Gibbs, Chair, UNISON  
 Jill Shelton, UNISON and Job Evaluation Co-ordinator

Agenda Item No		Action By/ Date
1.	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Apologies for absence were received from those mentioned above.</p>	
2.	<p><b>MINUTES OF MEETING HELD ON 10 JUNE 2008</b></p> <p>The minutes of the above meeting were accepted as a true record.</p> <p><b>Matters arising -</b></p> <p>Item 2 - Meeting took place between Mike Payne and Inclusion Services within two weeks. Constructive, but no meeting since. A number of grievances have now been lodged which have not been heard or completed.</p> <p>Item 5 (3) - NB informed the meeting that the new Director of Education &amp; Leisure had now commenced employment.</p> <p>MP stated that there were still a number of problems in Home Care. GH asked MP to contact LD with specific details.</p> <p>NB stated that he would arrange for the new Director of Social Services, Albert Heaney to meet with the Trade Unions.</p> <p>Item 2 (7) - Staff Equality Group - No nominations had been received from the Trade Unions in respect of Staff Equality Groups.</p> <p>Sub-Group - four representatives - one for each Group.</p> <p>Quarterly - Executive Board - one representative</p>	<b>GH</b>

Agenda Item No		Action By/ Date
3.	<p>Item 4 - Ty Penallta - NB informed that desks would be moved by end of January and that blinds are on order for Reception Staff.</p> <p>Item 5 - Excess Travel Scheme - Leased cars in the Directorate of Environment would now be brought to and end. The staff concerned would have any pre-essential user allowance protected.</p> <p><b>STANDING AGENDA ITEMS</b></p> <p>(I) <u>Consultation</u></p> <p>No major issues outstanding. The restructuring of the 'Sit in' service in Social Services would be going out to consultation. Dates of Social Services JCC required. GH to ask the new Director for information.</p> <p>(ii) <u>Making the Connections - South East Wales Project</u></p> <p>NB gave update on Shared Services. Surprised at the business case put forward. UNISON/GMB identified possible savings to invest in front-line services. Generally, there was opposition from the Trade Unions.</p> <p>Cardiff County Borough Council have decided not to be part of the Business Case and other Councils have deferred until January on making a decision, including Caerphilly County Borough Council.</p> <p>No business case - only one option - new model - all in or nothing.</p> <p>(iii) <u>Office Accommodation</u></p> <p>Corporate and Chief Executive's Personnel Sections have now moved to Penallta House.</p> <p>It was agreed to take this item off the Chief Executive's Joint Consultative Committee as a Standing Item.</p> <p>In the meantime, a GMB office would continue to be identified.</p>	
4.	<p><b>BUDGET</b></p> <p>NB/NS gave a comprehensive picture of the Council's budget for next year. A Seminar would be held in January for Members.</p> <p>The budget pressures for next year were significant in relation to a number of areas including increased energy costs. Also, investment income had received a massive impact due to the recent drop in interest rates. There were critical service issues, which could result in vacant posts being deleted to avoid redundancies, whilst still protecting front-line services.</p>	

<p><b>5.</b></p>	<p><b>VACANCY MANAGEMENT</b></p> <p>Agency Workers - Social Services high spenders - Director to investigate reasons.</p> <p>The following arrangement has been put in place in relation to Vacancy Management -</p> <ul style="list-style-type: none"> <li>• Head of Service identifying whether they can fill vacancies</li> <li>• If they need to fill, a business case has to be submitted to Corporate Management Team.</li> <li>• CMT vetting every vacancy</li> <li>• Head of Service or may not agree to fill vacancy,</li> <li>• CMT will make a decision as to how any vacancy which has been agreed, will be advertised.</li> <li>▪ They may decide to only advertise internally and if failure to fill, then advertise externally.</li> <li>▪ A new system has been brought in via the Employee Service Centre.</li> <li>▪ Once a month in Western Mail instead of once a week. External web site is developing and how we advertise vacancies - Internal - Intranet etc.</li> <li>• Other areas being looked at were Agencies, e.g. Directorate of Social Services taking a particular interest in vacancy spend.</li> <li>• Also look at Consultants, Conferences/venue spend.</li> </ul>	
<p><b>6.</b></p>	<p><b>DATE OF NEXT MEETING</b></p> <p>Next JCC meeting - Monday 9 March 2009</p>	