



## **CORPORATE JOINT CONSULTATIVE COMMITTEE**

**MINUTES OF THE MEETING HELD AT THE COUNCIL OFFICES, PENALLTA HOUSE,  
YSTRAD MYNACH ON TUESDAY, 28TH APRIL 2009 AT 2.00 PM**

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PRESENT:

E. Gibbs (UNISON) - Chairman  
Councillor A.J. Pritchard - Vice-Chairman

Councillors:

Miss. L. Ackerman, P.J. Bevan, R. Davies, R.W. Gough, C. Hobbs, C.P. Mann, J.A. Pritchard,  
L.G. Whittle

Together with:

S. Rosser (Chief Executive), N. Barnett (Director of Corporate Services), A. O'Sullivan (Director of the Environment), A. Heaney (Director of Social Services), S. Aspinall (Director of Education and Leisure), G. Hardacre (Head of People Management and Development), H. Morgan (Senior Committee Services Officer)

### **Trade Union Representatives**

J. Poole (UCATT), S. Brassinne (UCATT), N. Funnell (GMB), P. Jones (UNITE), B. May (TGWU), G. Taylor (Unison) and J. Shelton (Joint Union)

### **APOLOGIES**

Apologies for absence were received from Andrew Woodland (Unison Regional Organiser), L. Woodland (UNISON), N. Blundell (UCATT), B. Barrowman (GMB), M.J. Payne (GMB), J. Toner (UNITE), K. Evans and A. Williams.

It was reported that Dave Bezzina was no longer the Unison Regional Organiser for this area and that Andrew Woodland would now sit on future meetings of the Committee.

### **1. DECLARATIONS OF INTEREST**

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

### **2. MINUTES - 24TH FEBRUARY 2009**

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 (minute nos. 1 - 14 on page nos. 1 - 4).

### **MATTERS ARISING**

#### **3. Revenue and Capital Budget 2009/2010 (minute no. 11)**

It was reported that at Council on 5th March 2009, a council tax rise of 2.35% had been set. In order to achieve this, there had been a cut to the training budget of £100k, further vacancy management savings of £189k, a cut to the budget for advertising posts of £125k and a cut from community assets of £200k. It was noted that the level of savings and efficiencies required presents a significant challenge and it will be essential that strong budgetary control reporting frameworks are in place to ensure that a balanced budget can be delivered.

The Union representatives expressed concerns at the reduction within the training budget and were advised that Officers are in the process of reviewing the programme to determine what can be delivered within the allocated budget.

#### **4. Independent Safeguarding Authority (minute no. 13)**

It was noted that the minute should read low paid worker and not lone worker as recorded.

### **MINUTES OF DIRECTORATE JOINT CONSULTATIVE COMMITTEES**

#### **5. Minutes of the Social Services Directorate Joint Consultative Committee - 16th January 2009**

The minutes of the Social Services Directorate Joint Consultative Committee meeting held on 16th January 2009 were received and noted.

#### **6. Minutes of the Education and Leisure Directorate Joint Consultative Committee - 4th February 2009**

The minutes of the Education and Leisure Directorate Joint Consultative Committee meeting held on 4th February 2009 were received and noted.

#### **7. Minutes of the Directorate of the Environment Joint Consultative Committee - 9th March 2009**

Subject to an amendment to minute no. 8 to read Tir y Berth, the minutes of the Directorate of the Environment Joint Consultative Committee meeting held on 9th March 2009 were received and noted.

#### **8. Minutes of the Chief Executives Directorate Joint Consultative Committee - 17th March 2009**

The minutes of the Chief Executives Directorate Joint Consultative Committee meeting held on 17th March 2009 were received and noted.

## **9. JOB EVALUATION**

Mr. Hardacre confirmed that the collective agreement became effective on 1st April 2009 and a further meeting is scheduled with the Trade Union representatives in order to discuss outstanding issues (timeline of compensation payments). The pay and grading implementation programme had been actioned and any changes to salaries had been included in the April pay. Staff have all received details of their new pay and grading point, job evaluation scores and profiles and it was intended to use the Intranet, Managers and other communication methods to keep employees up to date with all the progress and timescales involved.

Reference was then made to the appeals and re-evaluation process and it was noted that any application should be received by 22nd May 2009 in order that it can be processed.

## **10. CONSULTATION BETWEEN TRADE UNIONS AND MANAGEMENT**

It was noted that this is a standard item on the agenda following concerns raised some time ago over the lack of consultation between Unison and management. It was accepted that most issues are now addressed at Directorate Joint Consultative Committees and noted that whilst consultation had improved there is still a requirement to work together and ensure that consultation is undertaken at the earliest possible stage in order that issues can be resolved more quickly.

Reference was made to the consultation on the budget process and Mr. Barnett referred to the proposals to establish a Budget Advisory Group at Annual Council on 30th April 2009 to review the budget strategy. As part of this course of action there is a need to ensure that there is a robust financial process in place in order that it can be regularly monitored. In noting that future years financial settlements will be at even lower levels than at present, Officers would be engaging in the budget process for 2010/11 at an early stage.

With regards to the management of vacancies, Mr. Hardacre reported that all vacancies are in the first instance considered by Corporate Management Team. If there are no suitable candidates in the redeployment pool, those vacancies approved would then be advertised internally in the first instance. If there are no suitable internal applicants after two weeks they then be advertised on the website. In the event that no suitable candidates apply only then would they be the subject of a press advert.

## **11. MAKING THE CONNECTIONS/SHARED SERVICES**

Mr. Rosser confirmed that the report which sought views on the proposals provided by the South East Wales Shared Services Project for the design of shared services for human resources, payroll and training services had been considered by Council on 10th March 2009 when it had been deferred to enable a seminar to be arranged in order that Members can be fully informed when they debate the issue.

At that time it had been pointed out to Members that since the preparation of the report further details had been received which have indicated that the projects savings as identified therein would not be forthcoming and as such the item had been deferred for further discussion. The concerns raised by the Trade Unions in relation to the operation of the governance model and its procurement had been incorporated in the report and would also be reflected in any subsequent report.

The seminar was held on 20th April 2009 and the report would be presented to Council later in the day.

Mr. Rosser referred to recent discussions at the Connecting South East Wales Board that he had attended with the Leader and highlighted the issues that had been raised at that time, waste, range of social services collaborative projects, the role of the board and its priorities for the future in dealing with severe financial issues and its relationship with the Welsh Assembly Government.

**12. ANY OTHER BUSINESS**

A Trade Union representative referred to issues within building services which still need to be addressed and it was noted that previous negotiations had not been able to reach a conclusion. Further discussions would be undertaken in order to progress this matter, via the Directorate Joint Consultative Committee if necessary.

It was noted that it had been agreed that 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. An item had been included on the agenda to that effect and a letter had also been sent to the representatives requesting the information.

**13. DATE OF NEXT MEETING - 28TH JULY 2009**

It was noted that the quarterly meetings for 2009 had been scheduled for 28th July and 20th October 2009. Special meetings 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 28th July 2009 they were signed by the Chairman.

The meeting closed at 3.00 pm.