

**CHIEF EXECUTIVE'S
JOINT CONSULTATIVE COMMITTEE**

Minutes of the Meeting held on Tuesday 1 March 2011

PRESENT: Nigel Barnett, Deputy Chief Executive - Chair
Katrina Evans, Personnel Manager
Lynne Donovan, Personnel Manager
Liz Rogers, Organisational Development Manager
Susan Christopher, Personnel Officer
Steve Davies, (GMB)
Graham Smith (UNITE)
Gary Enright, Assistant Branch Secretary (UNISON)
Juan Roberts-Garcia, Assistant Branch Secretary (UNISON)
Simon Brassine (UCATT)
Sue B Thomas (Minute Taker)

(1) APOLOGIES FOR ABSENCE

Apologies for absence were received from Gareth Hardacre (Head of Human Resources) and Neil Funnell (GMB).

**(2) NOTES OF THE CHIEF EXECUTIVE JCC MEETING HELD ON
27 JANUARY 2011**

Matters Arising:

P.3

Managing Attendance

GE highlighted the fact that he had not yet received the FAQs from LR. LR explained that she was in the process of compiling the list.

Customer Services/Cash Office Report

NB informed the meeting that the report had been approved by Cabinet.

(3) BUDGET UPDATE AND MEDIUM TERM FINANCIAL PLAN

NB gave a brief resume of the budget report, which went to Cabinet/Council on Thursday 24 February. The draft proposals had been sent to the Trade Unions for their views prior to this. The main points being:

- (i) Council Tax to be frozen for 2011/12
- (ii) Confirmation has been received that there will be no pay award for 2011/12. As there is no pay award, the £900,000 has been re-allocated and this will release £230,000 for Social Services and reduce the savings requirement of schools by £185,000. The remaining balance of £485,000 being used to

support additional work placements for the 16-25 age group. The Authority is also looking to save £130,000 on Llancaich Fawr, which the Unions were aware of given discussions had already taken place.

- (iii) In respect of the Housing transfer, a provision of £1m for pension deficit has been made together with a further £1.5 m to address the corporate impact i.e. £2.5 m in total. In the event of a “no vote” by Tenants, the £2.5 m allocated in 12/13 for Housing Stock Transfer will be used as prudential borrowing to support WHQS.

NB thanked everyone for their contributions on the budget.

KAE enquired about the Icelandic Banks situation. NB explained that the Authority were receiving quarterly payments in respect of Heritable where we had an initial investment of £10 m deposited of which 50% had now been returned. Lansbanki, where we had £5 m invested, were in High Court at the moment in order to determine whether Local Authorities should be considered as preferential creditors.

(4) STANDING ITEMS

• **Vacancy Management**

NB explained that CMT are continuing to look at every business case that comes through and will continue with this process for the time being. LR stated that they intended doing a presentation on vacancy management in the Management Network meeting in April. It was reported that staff are being successfully redeployed and that Agency staff are being used far less frequently.

Steve Davies (GMB) raised the issue of detriment on earnings for the employees he represents and whether any money was being set aside for retraining opportunities. It was explained that no money had been set aside for training but if there is a need to retrain, staff will be retrained. LR explained that she has started doing some retraining in Shaun Couzens' area utilizing grant and other fund money. LR suggested the staff concerned contact her to discuss. GE commented on the large amount of money that had not been utilised. NB stressed the need to reduce the reliance on Agency staff.

• **Managing Attendance**

GE referred to the Questionnaire sent to Unison members before Christmas and stated that there had been an unprecedented response of over 180 responses. GE advised that once the data has been dissected, he would bring the information back to meeting.

LR reported that the Trigger Reports are now going out to Managers. Steve Davies raised an issue regarding confusion over whether industrial injury is being kept off the HR record. It was confirmed with LR that they should be kept separately. LR asked for examples of this from Steve Davies. NB asked that this be referred on to the Environment JCC Meeting if there were any issues that required clarification.

ACTION: INDUSTRIAL INJURY ISSUE TO BE REFERRED TO THE ENVIRONMENT JCC MEETING

- **WHQs Update**

NB updated on current activity particularly

- (1) The first newsletter had gone to tenants
- (2) Staff and Trade Unions had now met and regular meetings were in the diary
- (3) Staff panel had now been set up

Simon Brassine (UCATT) raised the issue of lack of union representation for Building Maintenance on the Housing Stock Transfer Panel. **NB to investigate.**

(POST MINUTE NOTE: This has been resolved)

(5) FEEDBACK ON CONSULTATION REPORTS:

- **Revised Flexible Working Hours Scheme**

NB advised that he was happy for the requirement that an employee must be + 4 hours in credit before being able to take a flexi day be waived. This to be reflected in a new report.

GE raised the issue of time off for medical appointments. KAE commented that the changes in the Flexible Working Hours Scheme were in line with the changes already made in the Leave of Absence Policy which will become effective from 1 April 2011 and this will be reviewed as appropriate.

- **Changing Car Allowances to HMRC rate**

NB stated that he is going to defer this item as he needed to reflect on the comments brought forward and would come back to them in the Summer. GE stated that he has done some research and has found that a number of Authorities have not taken up the HMRC rate as it was seen as discriminating against female workers. LR to investigate further. NB explained that CMT are looking at the potential of introducing a Car Lease Scheme for staff so did not want to expand the debate any further and also needed clarity from the WLGA on the position across Wales.

ACTION: Deferred until the Summer when the Memorandum of Understanding has been agreed

- **Home Working Scheme**

NB reported that there has generally been good support for this and needed to consider the GMB feedback. GE stated that he had not received any responses back from Unison members. Agreement had been reached to proceed and take through the political process.

- **Default Retirement Age**

NB to defer this item in order to study GMB feedback and to take further legal advice. GE stated that he had not received any responses from Unison members on this, and has therefore no mandate on this issue.

- **Career Break Scheme**

GE referred to the "Management Comments" on the "Feedback on the Career Break Scheme" sheet and the use of the word "Perhaps" and commented that this was a rather "woolly" word and should be more specific. NB agreed that this should be changed. Other than this minor amendment, agreement had been reached to proceed and to take through the political process.

(6) UPDATE ON P & R SCRUTINY/CABINET MEETINGS AND REPORTS

NB advised there were no Restructuring Reports to be discussed.

(7) ANY OTHER BUSINESS

GE thanked NB and Personnel for their help in the issues that have arisen over the last few months.

(8) DATE OF NEXT MEETING

The date of the next meeting is Wednesday 13 April 2011 at 11:15 a.m..