

CAERPHILLY COUNTY BOROUGH COUNCIL

OPERATIONS - JOINT CONSULTATIVE COMMITTEE

**RECORD OF DECISIONS/ACTIONS TAKEN AT THE MEETING HELD ON
WEDNESDAY, 13 APRIL, 2011**

Present:

Mark Williams - Head of Public Services
 Katrina Evans - HR Manager
 Sian Phillips - HR Manager
 Peter Gomer - Assistant Director
 Paul James - Senior Health & Safety Officer
 Paul Smythe - Building Maintenance Manager

UNISON Representatives:

Gary Enright
 Juan Roberts-Garcia

GMB Representatives:

Gerald Osborne

UCATT Representative:

Simon Brassine
 Russell Bancroft

UNITE representative:

Philip Jones

		Action/ Date
1.0	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from: Shaun Couzens, Brian May, Neil Funnell, Ros Payne and Jeff Poole.</p> <p>It was announced that this would have been Jeff Poole's last Operations JCC as he was retiring. The Group recorded their thanks to Jeff for his contribution and wished him well in his retirement.</p>	
2.0	<p><u>Minutes of meeting held on 12 January, 2011</u> - The minutes of the meeting held on 12 January, 2011 were agreed and there were no matters arising.</p>	
3.0	<p><u>School Libraries</u> – PG presented a report in relation to School Libraries. It was explained that as the report had to be presented to Cabinet and Scrutiny shortly, the respective TU representatives were available at this JCC. The Education JCC would be held too late. Due to a reduction in funding, alternative arrangements were being proposed which would absorb the Schools Library service into the mainstream service and there were no planned redundancies as a result of this exercise. The Trade Unions accepted the recommendations and made no comments. PG left the meeting.</p>	

4.0	<p><u>Future JCC Meetings</u> – KAE explained that this Group would now cover Environment, Corporate Services & Housing (including Building Maintenance) in relation to all operational matters e.g. restructurings etc.. In that sense, it was opportune to re-assess the TU representation. MSW stated that Building Services was over represented and Parks/Waste Management had no representatives. GMB would be asked to supply a representative for Parks/Waste Management and the Officers would assess TU representation overall and report back to TU representatives.</p>	KAE/ SC/MW
5.0	<p><u>Sickness Absence Statistics & Reportable Accidents</u></p> <p>KAE summarised the sickness absence information for February, 2011 in relation to the Environment area. KAE was asked to supply summary statistics split between long and short-term absence for all the areas captured under the Operations JCC, in future.</p> <p>Health & Safety - Accident Statistics – Jan-March, 2010 - PJ presented the report in relation to reportable accidents during the period and was able to answer questions from TU representatives. PJ will also supply statistics covering all areas, not only Environment.</p>	KAE PJ
6.0	<p><u>Management Arrangements – Directorate of the Environment</u></p> <p><u>Update – Building Maintenance/WHQS</u> –PS gave an update in relation to Building Maintenance, Housing and the Housing Choices Team.</p> <p><u>Parks Restructure</u> – MSW gave an update in relation to the recent re-structure that has resulted in three members of staff being placed in the redeployment pool. The new staffing structure became effective from 1 April, 2011.</p>	
7.0	<p><u>Any Other Business</u></p> <p>7.1 Following the negotiation of craft workers into the Pay & Grading Structure, SB asked about the possibility of re-introducing the subject of flexible working for Building operatives. PS explained that the workforce had previously withdrawn support on this proposal and as a result, other methods of working had now been introduced. PS confirmed it would have been very difficult to operate flexible working in these areas. Office staff in Building Maintenance were currently operating a Pilot Scheme aligning their hours to the workforce.</p> <p>7.2 MSW updated the Group and confirmed that Craft Workers have signed up to the new salary arrangements, although a few appeals had been lodged.</p>	
8.0	<p><u>Date of Next Meeting</u></p> <p>8.1 SC confirmed the next meeting would be held on 13th July, 2011 at 2.30 pm in the Conference Room in Tiryberth.</p>	