

Draft Minutes of the Local Joint Consultative Committee Meeting held on 6th August 2008 at the Council Offices, Monkton Park, Chippenham at 2.30pm

Present:

Employer's side: Councillors D.B. Allen, J.M. Hartless and I.J. Henderson

Staff side: A. Inkpen (Unison)

Officers Present: E. Orchard (Head of Human Resources), L. Pullin (Democratic Services Officer) and C. Symes (Democratic Services Assistant)

LJCC1. Election of Chairman for the Meeting

Resolved that Councillor D.B. Allen be elected as Chairperson for the meeting.

Councillor Allen in the Chair.

LJCC2. Apologies for Absence

Apologies for absence were received from D. Jones (Unison)

LJCC3. Minutes

Consideration was given to the Minutes of the meeting of the Local Joint Consultative Committee held on the 8th May 2008.

Resolved that the Minutes of the Meeting of the Local Joint Consultative Committee held on 8th May 2008 be approved and signed as a correct record.

LJCC4. Declarations of Interest

No declarations of interest were received.

LJCC5. Annual Monitoring Report – 2007/08

Consideration was given to Report No. 5 which provided members of the Committee with statistical information on various areas of the Council's performance on Human Resources related matters in 2007/08. The report also includes an equality monitoring report for 2007/08 on the equality work that has been carried out in relation to the Council's various Equality & Diversity Policies.

Issues discussed included:

- Turnover of staff had increased but this was predictable given the circumstances of moving towards a Unitary Authority;
- Sickness absence has increased along with an increase in post-operation absence;
- Attendance reviews were now being carried out at Cleansing & Amenities. Ground Maintenance and Street Cleansing had now completed their reviews;
- This was the first year that the monitoring report had included data on Member Training;
- The Committee congratulated the HR team on a very comprehensive and concise report;
- The view that the hard work carried out in producing the monitoring report should not be wasted and the hope that the new Authority would take forward the comprehensive and honest approach to monitoring sickness;
- It was felt that the uncertainty of staff structures and the stress caused by this was a contributing factor to the rise in turnover and in sickness of some staff; and
- The view that other councils are experiencing similar problems.

Resolved that the Local Joint Consultative Committee note the report.

LJCC6. One Council for Wiltshire Update

E. Orchard gave a verbal update.

A summary of the update is given below:

- Most of the Service Directors had now been appointed and had been issued with handbooks, that include the Critical Path outline;
- The HR and Financial Service Directors were still to be appointed but this was unlikely to happen until December 2008 at the earliest;
- The Service Directors had been asked to design and develop interim staffing structures by the 1st September 2008 along with their budgets. Accountants have been appointed to support them in the task;
- Staffing lists are being checked;
- The Service Directors that are in place will take over from Service Leads by 15th September 2008;

- The view that all Service Directors need to be in place by 1st April 2009, but that this is a decision for the Implementation Executive;
- Elections are likely to take place in either May or June 2009;
- On the 5th September 2008 there would be an organisational design workshop which will include design principles and guidance;
- John Watling had been successful in his application for the post of Head of Electoral Services and subject to the approval of D. Burbridge will start on the 1st September 2008; and
- The concern over the introduction of the SAP programme.

Resolved that the update be noted.

LJCC7. Pay and Rewards Update

E. Orchard gave a verbal update.

A summary of the update is given below:

- There has been no further progress on the Pay & Rewards project, information is being prepared to send to Unison
- The most recent Equal Pay cases have been to appeal and both found in favour of the applicants, this may have a bearing on the way forward with Unison HQ.
- The view of the staff side that a harmonising process and revision of the pay line needs to be carried out with County Council as soon as possible

Resolved that the update be noted.

LJCC8. Any Other Business

There was no other business.

The meeting started at 2:30pm and finished at 3:40pm.