

WEST DUNBARTONSHIRE COUNCIL

Council Offices, Garshake Road, Dumbarton G82 3PU

10 June 2010

MEETING: JOINT CONSULTATIVE FORUM

**THURSDAY, 24 JUNE 2010
MEETING ROOM 3
FIRST FLOOR
COUNCIL OFFICES
GARSHAKE ROAD
DUMBARTON**

Dear Member,

Please attend a Meeting of the **Joint Consultative Forum** to be held in **Meeting Room 3, Council Offices, Garshake Road, Dumbarton** on Thursday, 24 June 2010 at **2.00 p.m.**

The business is as shown on the enclosed Agenda.

Yours faithfully

DAVID MCMILLAN

Chief Executive

Distribution List:

Councillor George Black (Chair)
Councillor Margaret Bootland
Councillor Jim Finn
Councillor Jim McElhill
Councillor David McBride
Councillor Jonathan McColl
Councillor John Millar

Trades Unions Representatives:

E.I.S. - Mr N. Bissell
GMB - Mr. M. Conroy, Mr. D. Borland, Mr. D. Hamilton & Mr. A. Rennie
AMICUS. - Ms. J. McMonagle & Mr. A. Finlayson
NAS/UWT - Mr P. O'Donnell
S.S.T.A. - Mr. A. McEwan
T&GWU - Mr. N. Casey & Mr. B. Courtney
UCATT - Mr. J. McLaren & Mr J. Fraser
UNISON – Ms. D. McLafferty, Mr. T. Dick, Ms. J. Geddes, Ms. K. Ryall
& Ms. Margaret Ferris (Vice Chair)

APT&C Convenor – Miss D. McLafferty
Manual/Craft Convenor - Mr. C. McDonald
Teachers Convenor - Mr. S. Paterson

All other Councillors for Information

Chief Executive
All Executive Directors

JOINT CONSULTATIVE FORUM

24 JUNE 2010

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

Members are invited to declare if they have an interest in any of the items of business on this agenda and the reasons for such declarations.

3. MINUTES OF PREVIOUS MEETING

Submit, for approval as a correct record, the Minutes of Meeting of the JCF held on 25 March 2010.

4. LIFELONG LEARNING POLICY

Submit report by the Head of Human Resources and Organisational Development:-

- (a) providing an update on preliminary discussions between Organisational Development and the Trades Unions on Lifelong Learning; and
- (b) setting out a proposed set of principles on how the Council and Trade Union representatives will work together to develop this further within the organisation.

5. DISCIPLINE AND GRIEVANCE INFORMATION

Submit report by the Head of Human Resources and Organisational Development providing information on discipline and grievance appeals held at departmental level (Stage 2) during the period 1 January 2010 to 31 March 2010.

6. SICKNESS ABSENCE REPORTING - QUARTER 4 (2009/2010) AND ANNUAL RETURN 2009/2010

Submit report by the Head of Human Resources and Organisational Development advising on the levels of employee sickness absence over the following periods:-

- (a) Fourth quarter – January, February and March 2010; and
- (b) 1 April 2009 – 31 March 2010 (annual return).

7. MINUTES OF DEPARTMENTAL JOINT CONSULTATIVE COMMITTEES, DEPARTMENTAL HEALTH & SAFETY MEETINGS AND EMPLOYEE LIAISON GROUP

Submit report by the Head of Human Resources and Organisational Development:-

- (a) providing the minutes from Departmental Joint Consultative Committees (JCCs), Health & Safety meetings and the Employee Liaison Group (ELG) meetings for the period from 25 March 2010 until committee paper deadline for the meeting of 24 June 2010 including any outstanding minutes; and
- (b) seeking approval for electronic reporting for future reports given the current volume of paper associated with this report.

8. TRADES UNIONS ISSUE

Restructuring and Redeployment Protocol

9. STANDING ITEMS OF BUSINESS

- (a) Best Value
- (b) Budget Planning
- (c) Clyde Valley Shared Services
- (d) Health and Safety
- (e) Lifelong Learning
- (f) Pay Claims
- (g) Single Status
- (h) Departmental Re-structuring
- (i) Transfer of Housing Stock
- (j) Training and Development

For information on the above agenda please contact Nuala Borthwick, Committee Officer, Legal and Administrative Services, Council Offices, Garshake Road, Dumbarton, G82 3PU Tel: (01389) 737594
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