

Housing, Environmental and Economic Development Joint Consultative Committee

Meeting No 12

Wednesday 31 August 2011 at 10.00am, Meeting Room 2, Garshake Road, Dumbarton

<u>Present:</u>	Ronnie Dinnie - Head of Neighbourhood Services	RD
	Jim McAloon - Head of Regeneration and Economic Development	JMcA
	John Kerr - Policy, Strategy and Continuous Improvement Officer	JK
	Anne-Marie Cosh - HR Business Partner	AMC
	Charlie McDonald - Unite	CMcD
	Duncan Borland - GMB	DB
	Denise McLafferty - Unison	DMcL

Stewards: Margaret Wood, Ronnie Sutherland, Willie Campbell, Donald Hamilton, Bill Keady, Tony Dempster, James Kelly, Alfie Marsland, Keith Bathgate, Susan Shannon.

Action/ Note

1. Apologies

1.1	Elaine Melrose - Executive Director	EM
	Helen Turley - Head of Housing and Community Safety	HT

2. Matters arising from previous meeting on 31 August 2011

2.1	<u>Point 6.1 - Housing Stock Transfer</u> - Bill Keady advised that he was still awaiting the information from Helen Turley requested at the last meeting regarding attendance at meetings. JK advised he would provide this information.	JK
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2.2 Thereafter the minutes were approved.

3. Organisational Change - Implementation Phase 2 Restructure

3.1	RD advised that phase 2 was being implemented and was progressing. Facilities Management - RD advised that there were ongoing discussions with regard to job roles/outlines and implementation and further discussion was required with stewards/officials to bring structure to a conclusion. A report was being presented to Council tonight on the Catering Managers Restructure. Charlie expressed concern regarding the Equalities Impact Assessment. AMC advised that this was a corporate and not a departmental report. Within Fleet & Waste 1 vacancy had arisen as a result of someone leaving the Council. This post was Waste Co-ordinator and was a grade 9. Denise asked where this had been advertised, RD advised internally & externally. Denise expressed her concern regarding the job being advertised externally and explained that this could have created an opportunity for someone within the authority and requested that this be reconsidered and attempt to fill internally in the first instance and if no-one suitable go external. AMC advised that all procedures had been followed. RD advised that he would be shortlisting candidates with Rodney Thornton. Denise advised that she would be discussing this with Tricia and requested that the job profile be sent to her. Greenspace - RD advised that interviews had taken place today for Greenspace Co-ordinator, grade 5's in Greenspace are being matched, it is anticipated that as there are posts within roads and harbour section for any surplus staff. Jim Kelly queried whether grade 5's would retain their salary, RD advised they would if they accepted opportunities within these sections. Leisure - final jobs had been sized and discussion would commence soon in parallel with the Leisure Trust.	AMC
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3.1 Con't JMcA advised that within Planning/Building Standards/Economic Development all matching was complete. 1 officer had been displaced but there were opportunities within Asset Management which they could be considered for. The Economic Development Manager post had been filled and Michael McGuinness had commenced. The new Asset Management profiles had been scored, various grades available and matching/competitive interviews would be commencing next week. Denise requested a summary of all jobs available. AMC advised she would provide this.

AMC

JK advised that matching was due to commence within strategy section and advised that he would also provide a summary of jobs for information.

JK

AMC advised that within Repairs and Maintenance no further meetings had been held as they were awaiting Asset Management profiles being finalised as there was a link between the jobs.

Charlie advised that concerns had been raised regarding job evaluation/sizing of jobs and that TU's had questioned the process. RD asked what this was based on and Charlie advised it was on how jobs were being assessed and the lack of appeal in terms of grades/scoring.

4. Leisure Trust

4.1 RD advised that road shows would commence in the next 3-4 weeks to advise staff on implementation/implications regarding jobs and the Trust. Legal/Financial Advisors were now in place and Alan Moyes (Project Manager) had been working on project delivery. The 3 Councillors on the board were Councillor Ronnie McColl, David McBride and Willie McLaughlin. Posts for the 6 external members will be advertised which is to include an employee representative. Denise expressed her concern with regard to the employee rep advising that this should be a Trade Union representative. RD advised that this had been agreed at Housing, Environment and Economic Development Committee (HEED). Denise advised that there had been no consultation with the TU's when the paper was drawn up. RD advised he would raise this with the Board. Denise asked that this be raised at HEED Committee and RD advised he would seek advice from Legal. RD advised that the trust was applying to OSCAR for charitable status. It was noted that the use of community facilities could be included with the trust or could transfer to community ownership. RD advised he had attended a development workshop yesterday to discuss community ownership.

RD

5. Housing Stock Transfer

5.1 JK advised that the Council will be inviting business plan proposals from the 5 interested Housing Associations. The Associations would have 10 weeks to prepare these and these would be assessed in November with the successful landlords being identified in December/January. Tenant consultation was ongoing at present and more detailed consultation would commence after this date. Ballot date was now September 2012. Margaret queried whether TU's would have sight of the business plans, JK was unsure but would confirm. Margaret expressed concern re where the Associations would source the money from. JK advised that his team would be carrying on the process in the absence of Fin McElhinney who leaves next week. Alfie expressed concern with the consultations and noted that tenant consultation should have commenced first. Donnie & Willie were concerned with what tenants were being told and their expectations from the outcome. Bill queried who would be paying for the transfer deeds. JK advised that the background was still to be discussed and would be included within Business Plans.

- 5.1** JK advised he would take all points on board and would address these. **JK**
- Con't** Charlie noted his concern regarding the workforce/TUPE and pension protection levy. Denise requested information on stock transfer that TU's/stewards could issue to tenants affected. RD advised he was meeting with HT and would discuss this. It was noted that Fin was currently putting together an information pack which could be issued to tenants. AMC advised TUPE transfer mainly affected caretakers as their job is either a 100% or 50% match to requirements and that any issues should be raised at the Employee Relations Group. Margaret queried if the homeless units were included and would count as a yes vote. JK advised they would not be counted. AMC advised that answers to these questions could be found in the Q & A's online and advised she would provide a copy if requested. **RD/HT**
AMC
- 6. Securitisation**
- 6.1** JMCA advised this project was to raise £35million to invest and looking for a potential bidder from the market next month. It will take 2 months to identify a bidder with a report being presented to Council in December for approval. Projects identified were Care Homes, Bellsmyre Schools, Kilpatrick School, Depot/Office Rationalisation/Fleet and Lighting and 3 ICT projects. Charlie queried who the money was being borrowed from. JMCA advised it would be from high street banks/insurance companies etc. Estates section currently generates £4.3/£4.4million circa, loan costs would be £2.7million. JMCA advised that there would be an internal board which would be 100% owned by the Council.
- 7. Minutes of Service JCC's**
- 7.1** RD advised that it was the intention to go through minutes and discuss any issues which could not be resolved at these meetings.
- Willie raised the issue of road/yard/parking conditions at Elm Road. RD advised that he would liaise with Rodney Thornton/Charlie Doyle regarding this. **RD**
- Donnie raised the issue of wage slips and the time taken to receive these and also errors with call out staffs wages. Alfie raised the issue of cleaners timesheets and how if these were received late staff were not being paid and were being told they could not receive a cheque. AMC advised that HR/Facilities Management had met to resolve these issues. AMC requested all to raise these issues when they arise and not wait till JCC's and asked all to stress to staff the importance of timesheets being filled in correctly and posted timeously. AMC advised she would discuss this with Tricia O'Neill. **AMC**
- 8. Departmental Health and Safety**
- 8.1** RD advised that this would commence at the next meeting. RD advised that Struthers Symington, Health and Safety Officer had issued an e-mail advising of changes to RIDDOR.
- 9. A.O.B.**
- 9.1** James raised the issue of the £250 which had been passed by the Government which was to be paid to people who earned £21,000 or less. Charlie advised that this was not enforceable and would only be if Authorities could afford this. Issue to be raised at main JCF.

10. Date of Next Meeting

- 10.1** The next meeting will be on Wednesday 23 November 2011 at 2.00pm, Meeting Room 2, Garshake Road, Dumbarton. **Note**

31 August 2011