

**PERTH AND KINROSS COUNCIL  
STRATEGIC POLICY AND RESOURCES COMMITTEE  
EMPLOYEES JOINT CONSULTATIVE COMMITTEE**

Minute of meeting of the Employees Joint Consultative Committee, held in the Hay Room, Dewar's Centre, Glover Street, Perth on Thursday 22 September 2016 at 10.00am.

**Present:                   Representing Perth and Kinross Council:**

Councillors I Miller and M Roberts; G Boland (Education & Children's Services); S MacKenzie (The Environment Service); A Taylor (Housing and Community Care).

**Present:                   Representing Trade Unions:**

F Fraser, S Hope, G Mackie and T Maric (UNISON); A Thomas (Unite the Union); T Todd (UCATT); and H Meldrum (GMB).

**In Attendance:**       R Packham, Chief Officer, Perth and Kinross Integration Joint Board; K Ridley, L Shannon, J Somerville and P Steel (all Corporate and Democratic Services);

**Apologies:**           Councillors A Grant and A Munro; K Donaldson (Corporate Human Resources Manager); L McLaren (Unite the Union); and L Selby (UNISON).

G Mackie, Convener, in the Chair

**1.       DECLARATIONS OF INTEREST**

There were no declarations of interest in terms of the Councillors' Code of Conduct.

*THE CONSULTATIVE COMMITTEE UNANIMOUSLY AGREED TO CONSIDER  
ITEM 5 NEXT ON THE AGENDA*

**2.       HEALTH AND SOCIAL CARE PARTNERSHIP**

**(i)      Update on the Perth and Kinross Social Care Partnership**

Rob Packham, Chief Officer, welcomed the opportunity to provide an update to the Consultative Committee on the Perth and Kinross Integration Joint Board. During the presentation R Packham, referred to very significant change to the NHS; the ageing population and social isolation; the aim to wrap services around communities and the multi-disciplinary approach; two organisations running in parallel and the work of the voluntary sector; the make-up of the Integration Joint Board; and the financial challenges faced.

In response to a question, R Packham also referred to a number of current challenges including the out-of-hours service being managed in Angus but requiring to be dealt with locally as well.

The Convener thanked Rob Packham for his attendance at the meeting and for providing the informative update.

**(ii) Consultative / Partnership Forum**

There was submitted a report by the Corporate Human Resource Manager (G/16/222) providing an update on discussions held with the staff side/trade unions of the NHS and Council in relation to the Perth and Social Care Partnership and proposals to engage with trade unions and professional associations for matters that related to the Partnership. P Steel briefly spoke to the paper and noted that the proposed forum was not to be a decision-making group and that terms of reference were still to be agreed.

**Resolved:-**

- (i) The update on discussions held regarding the creation of a local joint forum with the NHS and Council trade unions and professional associations be noted.
- (ii) The creation of a forum be agreed in principle and nominations as to who should attend on behalf of Perth and Kinross Council trade unions be forwarded to Grant Mackie in the first instance.

**3. APPOINTMENT OF JOINT SECRETARY**

Following the recent retirement of Colin Coupar, Joint Secretary, the Trade Unions nominated Dougie Macguire, Unite the Union, as Joint Secretary of the Employees JCC.

In the absence of Mr Macguire from the meeting, it was agreed to contact him prior to the next meeting and ask him to confirm his acceptance of the position of Joint Secretary.

**4. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Employees Joint Consultative Committee of 26 May 2016 was submitted and approved.

**5. MATTERS ARISING**

**(i) Fair Work Framework (Item 9 refers)**

K Ridley referred to the update provided by the Corporate Human Resources Manager at the last meeting of the JCC. K Ridley noted the recent publication of an Inside News Bulletin and plans for forthcoming focus groups to involve a wide-range of employees. The Convener encouraged participation in the process and K Ridley also referred to a

focus group the previous year and added that this group would also be invited back again in order to build on previous work. K Ridley also reported that following the current consultation, the intention was to submit a report to the Executive Officer Team (EOT) in December 2016.

## **6. EQUALITIES MONITORING – EQUAL PAY AUDIT**

K Ridley provided the JCC with a brief verbal update and noted that the Equal Pay Audit was legally required to be carried out at least every two years. He then referred to some of the highlights of the 2015-16 audit. It was noted that the position remained positive but that the basic pay gap had gone up only slightly since the last audit in 2013-14. He, however, noted the main reason for this increase was the significant numbers of new female employees in lower grades due to Scottish Government initiatives of extending free school meal provision to all P1-P3 children and where funding was provided to increase the entitlement of early learning and childcare for children aged 3 to 5 and Looked After 2 year olds. Keith Ridley also noted that prior to this audit the gender pay gap had reduced consistently over the past 10 years.

He added that the total pay gap had also increased slightly but there was no evidence of there being any discriminatory practice relating to access to overtime or premium payments. He concluded by noting the progress made and the positive picture which had emerged.

In response to a question from the Convener, K Ridley confirmed that there were no outstanding Equal Pay claims lodged by trade unions and that only 9 claims lodged by unrepresented claimants remained outstanding.

### **Resolved:-**

The JCC noted the position.

## **7. LIVING WAGE**

K Ridley provided the JCC with a brief verbal update on the Living Wage accreditation and advised that the implementation plan which had been agreed with the Poverty Alliance was being progressed. He added that the Council could not legally require contractors to adopt the Living Wage but that this issue would be considered within the procurement process when contracts were being renewed.

### **Resolved:-**

The JCC noted the position.

## **8. TRANSFORMATION PROGRAMME**

C Jolly, Team Leader, updated the JCC on the current transformation programme and noted that amongst the present constraints was the financial climate as well as a projected increasing population in Perth and Kinross of 25% in the over 70 age group. He referred to the significant challenges being

faced by local authorities and noted that transformation was not only about financial constraint but that it also centred on service redesign.

The JCC was advised that the Transformation Programme had started in July 2015 and was made up of 34 individual and dynamic project plans which would progress individually. C Jolly then noted that Phase 3 of the project had now been agreed and funding attributed, with reporting at each cycle to the Strategic Policy and Resources Committee.

Councillor Miller noted that transformation was crucial towards setting balanced budgets and the provision of services fit for the modern world. P Steel referred to the trade union engagement with services in May 2016 and the need to continue to engage as appropriate as each project progressed. In response to a question, P Steel also agreed that a number of projects were cross cutting.

P Steel asked the trade union representatives to indicate the frequency of updates at the JCC and what type of information would be most useful for sharing. The Convener suggested that feedback could be provided to him directly or via Pauline Steel. The Convener thanked Chris Jolly for his attendance at the meeting and for the useful update.

**Resolved:-**

The JCC noted the position.

**9. VOLUNTARY SEVERANCE SCHEME (VSS)**

K Ridley reported that the 4<sup>th</sup> round of the Voluntary Severance Scheme (VSS) had launched on 24 August 2016 and that to date, 214 requests had been submitted. He added that the significant change on this occasion was the increase in the severance aspect of the scheme increasing the maximum payment to 60 weeks and that it was hoped this would make the scheme more attractive to those who did not have access to their local government pension. The closing date for applications was 9 September 2016 and it was expected that final applications would be considered by the Executive Officer Team (EOT) on 6 December with applicants being informed by 9 December 2016. In response to a question, K Ridley reported that there had been assurances from the Local Government Pension administrators in Dundee that the deadline of 4 November 2016 would be met in time for applications to progress.

**Resolved:-**

The JCC noted the position.

**10. ANY OTHER COMPETENT BUSINESS**

**(i) Perth Office Programme (POP)**

S MacKenzie (The Environment Service) provided a brief update to the JCC on the move back for staff to 2 High Street. He added that

progress was going according to plan and that the move would begin on a phased basis from the beginning of October 2016. He expressed appreciation for all of those who had contributed during the process and thanked Grant Mackie for being a single point of contact and for being a channel for the process of negotiation. G Mackie agreed that he would continue to share any further issues with other trade union representatives and thanked S MacKenzie for providing the update.

**(ii) Health and Wellbeing**

P Steel reported that resilience training was currently being rolled out and that work within teams was being undertaken, the Council had signed up to the 'See Me' campaign, we continued to work with Occupational Health with the aim of improving early intervention and have achieved the Healthy Working Lives Silver Award. She reported that there had been an increase in sickness levels amongst all staff groups, and an increase in the long term sickness absence of staff. A short-life working group was established in HR to consider the increase in sickness levels and to identify what other supportive measures could be introduced. It had been determined that a review of the existing Maximising Attendance policy be undertaken and that trade union representatives would be invited to discuss in due course.

T Maric noted interest in maximising attendance and queried if the current policy complied with the complex issues associated with the Equality Act and P Steel reported that the policy did comply but that a review would provide an opportunity to discuss all aspects when the dialogue commenced.

**(iii) Third Sector**

The Convener suggested that following on from the update at today's meeting by Rob Packham it would be informative and helpful to invite Helen McKinnon, PKAVS to provide a presentation to a future meeting of the JCC.

**11. PROPOSED TIMETABLE OF MEETINGS 2017**

Prior to the Local Government Elections in May 2017, only one meeting of the JCC was proposed for 16 February 2017

**12. DATE OF NEXT MEETING**

The next meeting would take place on Thursday 24 November 2016 at 10.00am. Members would be informed if the meeting would take place at 2 High Street in due course.