

**Derby Homes Joint Consultative Committee
Minutes of Meeting held on Tuesday 7 June 2011**

PRESENT:	Phil Davies (PD) Bob Osler (BO)-Chair Stuart Hufton (SH) Shaun Bennett (SB) Christine Hill (CH) Pippa Wood (PW)	Mike Nelson (MN) UCATT Dave Hitchcock (DH) UCATT Ian Tattershaw (IT) UNITE Tony O'Donovan (TO) UNITE Julie Walker (JW) UNISON Maggie Fennell (MF) UNISON
APOLOGIES:	Maria Murphy (MM) David Enticott (DE)	Helen Faulconbridge (UNISON) Charlie Carruth (UNISON) Tony Tinley (UNITE) Phil Slack

		Actions
28/11	Welcome	
	BO welcomed everyone to the first joint JCC. PD echoed this welcome. Everyone introduced themselves.	
29/11	JCC Joint Constitution	
	All agreed the proposed Joint JCC Constitution.	
30/11	Minutes of UCATT/UNITE JCC meeting 11 Jan 2011	
p.1	Tony Tinley is UNITE not UCATT	
p.2 9/11	CH said we have delivered training on Managing Employee Performance. Training on Attendance management still required but at the moment managers were being given one-to-one support where required. We are looking at the training needs of all the managers who have transferred over.	
p.3	SB said Toolbox Talks were ongoing. This week they are covering Safeguarding.	
p.4 17/11	CH will ensure that all Equality items are together when compiling the agenda.	
p.4 18/11	PW should read PD.	
p.5 19/11	SB confirmed that H and S issues in the Repairs Team were always discussed with the TUs at Operational Meetings.	
p.6	MF said that the HMRC rate was now 45p per mile. CH	

21/11 confirmed that this rate has been implemented from 6 April 2011.

EMPLOYER'S SIDE ITEMS-HEALTH AND SAFETY

31/11 Summary of Reported Accidents

SH presented the summary report

32/11 Summary Abuse, Aggression and Violence Statistics

SH presented the summary report of abuse and V & A statistics.

EMPLOYER'S SIDE ITEMS - OTHER

33/11 DCC Corporate Joint Committee

No minutes received.

CH explained Corporate Joint Committee and Corporate Safety Committee were historically standard agenda items. A representative from DCC used to attend. CH to contact DCC with a view to obtaining minutes in advance of future JCCs. These would be included with the papers for noting and discussion if required.

34/11 DCC Corporate Safety Committee

No minutes received. See 33/11.

35/11 Employee Survey Results and Action Plan

PW presented a report of the results of the Employee Survey carried out in December 2010. There has been an improvement in the results on all five statements since 2010. The Action plan produced by Heads of Service was also presented.

MN said he was keen to help support and encourage as many members as possible to complete surveys like this in future.

36/11 Retirement Policy

CH presented the Retirement Policy which has been amended to reflect changes in legislation.

MF suggested that the Equalities Impact Assessment on this policy needed revisiting in relation to the protected characteristic of age. MF said that the policy needs to include support measures that are available to people who wish to carry on working such as reduced hours, working at a lower graded post etc.

CH said that she had drafted a letter to accompany the policy. This letter is intended to go out to everyone aged 60 or over to explain their options. CH said that she hoped that this letter would address MF's concerns. CH said she would share this with the unions.

CH

37/11 Business Transformation

PD gave a verbal update:

The Future of Derby Homes

The future of Derby Homes has been resolved at a political level with the award of a 10 year contract. PD passed round a photo of Cllr Ingall, BO and Dennis Rees signing contract in front of staff. However, there are still discussions going on about the detail of the contract and it could take a few months for the final version to be agreed at a practical level.

Update-Business Transformation

PD said that the aim of Business Transformation was to make efficiencies. We have been set a target of saving £1.2m on day to day running costs which is a 10% cut over 4 yrs. We need to make a reduction of 40 posts and we expect 90% to be achieved through natural wastage. We have already made £650,000 savings –so we are well ahead of target.

Mobile / Remote Working

We are looking at a range of flexible working options and we are creating a Pilot Mobile Office at Brook Street.

DCC are requiring us to move into the Council House. There is no message from the council about the future of London Rd.

PD said the Unions were invited to attend the Business Transformation Working Group which met monthly.

TU

E-Payslips

Pilot on hold because the payslips did not meet legal requirements.

Remote Mail

This is a method which enables us to send mail remotely. This will underpin flexible working. It is to be piloted within the Admin team next week and then out to Sussex Circus office.

38/11 Repairs Team-Day Work/Out of Hours-update

SB said that he had met with the unions a couple of weeks ago. He had agreed to send consultation paper out within three weeks.

SB

He would include draft Tracker Policy in pack of information. He said that we did intend to put trackers in the new vans.

SB was pleased to report 95% customer satisfaction in the May survey.

SB also reported that the repairs service had come in on budget, which was a great achievement.

39/11 Public Buildings

SB gave an update on the current position re Public Buildings. He has met with the new Head of Service at DCC, Christine Durrant, and discussions about future provision of the service are ongoing. SB said that he was communicating with Public Building employees by attending all the Toolbox Talks. Derby Homes has given a 100% guarantee that, should a TUPE transfer take place, no-one will have to transfer to the new employer if they do not wish to. These employees can be accommodated within the Repairs Team.

40/11 Health and Safety Forum- Minutes of Meeting 15 March 2011

SH presented the minutes of the 15 March 11. Since that meeting we have been awarded ROSPA Gold for the 5th consecutive year.

ROSPA carried out a H and S audit of the Repairs and Maintenance service earlier this year. The report included

a number of recommendations which formed the basis of a detailed action list. This has been published on the intranet so that we can monitor progress.

41/11 Policy Review-Time Off and Facilities for Accredited Trade Union Representatives

CH went through the draft policy and asked the TUs to come back with any comments within two weeks. MN to discuss with TT. CH hoped to be able to take to Resources Committee on 7 July.

CH

42/11 Issues from the Board-Minutes 31 March 2011

PD presented the minutes of the Board 31 March 2011 and emphasised the following:

11/46 Self-financing for Council Housing

PD explained that the introduction of self-financing in 2012 is good news and means Derby Homes can expect to be £2-£3m better off and this amount can be re-invested in to repairs.

PD said we have put in a bid to build 124 new properties in the Glossop Street area.

PD also said that the Board is interested in work shadowing and asked for any operatives interested in this to let him know.

PD invited the Unions to attend the Annual Board Tour on Thursday 9 June 2011.

PD concluded by saying that the combination of the award of the 10 year contract and the changes to the Housing Revenue Account meant that these were exciting times for Derby Homes.

TRADE UNION SIDE ITEMS

43/11 Apprentices

DH asked for clarity on the future of two operatives who finished their apprenticeship last year and were awarded an initial 12-month contract.

SB said he would look into this and ensure that the two employees were informed of their position by the end of June.

SB

A discussion about apprentices followed and IT said that there was a gap in the review processes relating to apprentices since the withdrawal of apprentice mentors. SB said that we needed to ensure that appropriate support mechanisms were in place in future.

MN said that the Unions would be happy to work with us to draw up an Apprentice Agreement. SB welcomed this idea as something to work on in the future.

44/11 Date and Time of Next Meeting

Tuesday 4 October at 10am Cardinal Square