

**Derby Homes Joint Consultative Committee
Minutes of Meeting held on Tuesday 17 January 2012**

PRESENT:	Bob Osler (BO)-Chair Shaun Bennett (SB) Maria Murphy (MM) Stuart Hufton (SH) Christine Hill (CH) Pippa Wood (PW)	Phil Slack (PS) UCATT Dave Hitchcock (DH) UCATT Ian Tattershaw (IT) UNITE Tony O'Donovan (TO) UNITE Julie Walker (JW)(UNISON) Nicole Berrisford (NB)(UNISON)
APOLOGIES:	Phil Davies (PD) David Enticott (DE)	Mick Millichamp (UNITE) Mike Nelson (UCATT)

		Actions
1/12	Welcome BO welcomed everyone to the meeting. Accuracy Agreed.	
2/12	Facilities Management Agreement-Policy agreed and implemented.	
3/12	Supporting People (SP) funding cuts-MM said she had met with SP Team before Christmas and it was likely to be June 2012 before more would be known about budget position. MM said that we were on target to meet the initial cuts of £200k. MM said that this was thanks to the co-operation of existing staff and praised employees for actively seeking work in other areas.	
4/12	BO asked the Unions if there was any feedback following the industrial action. DH said there had been almost 100% take up from UCATT. NB said that UNISON were back in negotiations with the government but the dispute was still live and there could be further industrial action.	
	EMPLOYER'S SIDE ITEMS-HEALTH AND SAFETY	
5/12	Summary of Reported Accidents SH presented the summary report. SH reported that there had been 41 reported incidents from January 2011 to December 2012. Of these, 7 were lost time accidents, one of which was lost time over 3	

days. This is an increase on previous years but it is the first full year with the Repairs Team. Further reports will be produced which will separate the repairs function and this will give us better benchmarking information.

6/12 Summary Abuse, Aggression and Violence Statistics

SH presented the summary report..

EMPLOYER'S SIDE ITEMS - OTHER

7/12 DCC Corporate Joint Committee

Minutes from 14 July and 7 November 2011 were noted.

8/12 DCC Corporate Safety Committee

Minutes from 14 July were noted.

9/12 Health and Safety Forum

Minutes of meeting 15 November 2011 were noted. MM said it was some time since UNISON had attended. JW said that she had been unable to attend the previous 2 meetings because she had been on H and S training, but had sent apologies for both meetings. JW would be attending the H and S Forum that afternoon.

BO said that a new Board member with responsibility for Health and Safety had been allocated. When the member had been formally notified everyone would be informed.

10/12 Right Core Care – Feedback Report

CH presented the summary report for the period 1 August to 31 October 2011.

11/12 Business Transformation

SB gave a verbal update. The future of Derby Homes has been resolved at a political level with the award of a 10 year contract. The final version was agreed and signed at the AGM on 27.10.11.

SB reminded the Unions that there is an open invitation to them to attend the fortnightly Business Transformation meeting.

The aim of Business Transformation is to make efficiencies. We have reached almost £1m savings against our target of £1.2m over 4 years. This is good progress.

CH reported that we have agreed a 12 month remote mail contract which is expected to deliver 95% of Derby Homes mail up to December 2012. This is expected to deliver savings and also supports remote working.

SB emphasised that all the savings made through Business Transformation would be spent on maintenance, benefitting our tenants.

MM said she was going to be spending 10 days work shadowing Housing Officers in Jan and Feb to experience first-hand flexible working. This is in direct to response to concerns that have been raised by staff. She said that meetings would continue to be held with staff affected.

12/12 Repairs Team – Working Hours / Out of Hours update

SB said that a meeting had been held with UCATT and UNITE on 12 January to discuss the proposals. Both management and the Unions were now consulting the workforce on the proposals. SB said he hoped the new working arrangements would be introduced from 2 April 2012.

13/12 Public Buildings

SB said that DCC were looking at consolidating several projects into one big tender. He is due to meet Phil Derbyshire from DCC next week and would find out more about the tender and the process. If we do not continue with the Public Buildings Contract, any Public Buildings employee who wishes to stay with Derby Homes will be able to do so.

14/12 Tracker Policy Consultation

CH explained that this was a policy for the management of all equipment with GPS.

This had been discussed at monthly T U meetings. TUs to provide any feedback by end of January.

15/12 Changes to Terms and Conditions

Changes to the following policies went to the Resources, Remuneration and Regeneration Board meeting in November

- Compassionate and Urgent unforeseen leave policy
- Paid time off for Public Duties
- Payment of full annual leave entitlement on retirement

Revised policies to be implemented from 1 February 2012.

CH to meet the Unions outside of this meeting to discuss proposed changes to the Protection of Earnings policy.

CH

16/12 Electronic Personal Files

CH explained that we would be transferring personal files to electronic files using the Meridio system that our property files are held on. This will improve the security of data.

17/12 Business and Delivery Plan

CH explained that Val Watson from the Performance team had called a meeting of T U reps to consult them on the new Business and Delivery plan. All but one rep sent their apologies so the meeting did not go ahead. However, the plan has been sent to all employees with an open invite to comment. The item was put on the JCC agenda to show that consultation has taken place.

18/12 Issues from the Board

Minutes of the Board Meeting 24 November 2011 were noted.

TRADE UNION SIDE ITEMS

19/12 No further items raised by the Trade Unions.

20/12 Date and Time of Next Meetings

24 April 2012

17 July 2012

16 October 2012