

**EMPLOYER / TRADE UNION COMMITTEE****Monday, 19th April, 2021**

Present:-

Councillor P Gilby (Chair)

Councillor	J Innes	Councillor	Serjeant
Huw Bowen	Chief Executive	Kate Harley	HR
Ade McCormick	Executive Director	Tony Devereux	Unison
Helen Fox	Chief Finance Officer	Liam Rich	UNITE
Maria Slack	Unison	Lesley Waller	Unison
Paula Stephens	UNITE		

\*Matters dealt with under the Delegation Scheme

**54 APOLOGIES**

An apology for absence was received from Andrew Fowler.

**55 MINUTES**

The minutes of the meeting on 8th March, 2021 were agreed as a correct record.

**56 MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the minutes that could not be covered elsewhere in the agenda.

**57 BUDGET UPDATE**

The Chief Finance Officer presented an update to the committee on the budget position of the council. The final year end accounts for 2020/21 were being finalised and would be reported to the next meeting. It was anticipated that a break even position would be achieved.

**RESOLVED –**

That the update be noted.

**58 COVID-19 UPDATE**

The Human Resources Manager confirmed that no members of staff were isolating as a result of COVID-19 but two staff members were absent from work due to symptoms of long COVID.

**RESOLVED –**

That the update be noted.

**59 ORGANISATIONAL DEVELOPMENT UPDATE**

The Executive Director informed the committee that a report on the Organisational Development Strategy and Programme was presented to the Joint Cabinet and Employment and General Committee 13<sup>th</sup> April, 2021 and the recommendations were supported. The report would be presented to Council 28<sup>th</sup> April, 2021.

A further meeting was due to be held with union colleagues to discuss the details of the report. It was noted that the Service Director for Housing shared their elements of the programme at the recent Housing DJCC and it had been very beneficial. It was agreed to pass this feedback to the Service Directors.

**RESOLVED –**

That the update be noted.

**60 RESOURCES GROUP UPDATE**

The Human Resources Manager presented an update to the committee on the work for the Resources Task and Finish Group. It's work to keep staff and members of the public safe was ongoing and they had met the previous week to discuss two key issues.

The first issue was regarding the testing of staff for COVID-19 and new guidance had been sent to all managers. The preferred approach was for staff to request lateral flow tests from the government website, to be delivered to their homes, to carry out a test twice a week and to send the results to their line manager. A small amount of testing kits would be maintained by the Council for any staff that had not been able to access the kits. The Trade Unions indicated their support of this method.

The second issue was the recent changes to Track and Trace guidance. The government legislation stated that any hospitality venues must have a Track and Trace system in place and ensure that anyone using the facilities complied with its requirements or be refused entry. Other Council buildings would continue to display the NHS Track and Trace signage and encourage participation. Signing in and out of Council premises by staff members would continue in order to comply with Health and Safety procedures and current risk assessments.

The next items to be discussed by the group would be the possibility of a return to face to face training for staff members and the booking of committee rooms within the Town Hall.

### **RESOLVED –**

That the update be noted.

## **61 ECONOMIC RECOVERY GROUP UPDATE**

The Service Director for Economic Growth presented an update to the committee from the Economic Recovery Group. It was heard that one of the key areas under consideration was events. Assessments were under way and it was hoped that recommendations would soon be ready to determine how best to proceed. Work had continued on business support activities and accessing grant funding.

Several development projects in the town centre had continued with minimal disruptions and although the public realm works had not progressed as far as expected, they were now back on track following supply chain issues. Specialist consultants were working on the Visitor Economy Strategy, engaging with the scrutiny committee and portfolio holder and they were focussed on the communications requirements.

The high street had re-opened successfully. Additional staff had been employed to support business engagement and local businesses were appreciative of the assistance.

The Chair thanked the Service Director for Economic Growth, his team and the Leisure Services staff for their hard work which had resulted in a smooth re-opening of the town centre and leisure centres. Thanks were also given to the Trade Unions for their support in making this happen.

**RESOLVED –**

That the update be noted.

**62 POLICIES WORKFORCE UPDATE**

The Human Resources Manager advised the committee that the Policy Review Schedule was due to be updated. It was noted that the ordering of the policy reviews needed further consideration.

Discussion also took place on the priority need to harmonise the terms and conditions of any staff transferring to CBC employment from external partners to achieve a consistency of approach in respect of all employees across the organisation.

The committee was advised that this was best achieved in relevant service areas as part of planned future service re-design processes. The Service Director for Digital, HR and Customer Services was currently reviewing the situation and a policy paper on the matter would be prepared.

**RESOLVED –**

That the update be noted.

**63 DJCC FEEDBACK**

No feedback was provided.

**64 ANY OTHER BUSINESS**

There were no other items of business.

**65 DATE AND TIME OF THE NEXT MEETING**

The next meeting of the committee would take place on Monday 17<sup>th</sup> May, 2021 at 9.30am.