

MINUTES OF A MEETING OF THE  
LOCAL JOINT PANEL HELD IN  
ROOM 27, COUNCIL OFFICES,  
WALLFIELDS, HERTFORD ON  
MONDAY, 25 APRIL 2005 AT 2.00 PM

PRESENT: Employer's Side

Councillor M G Carver (Chairman).  
Councillors A P Jackson (substitute for  
Councillor H G S Banks), N C Poulton, M Wood.

Staff Side (UNISON)

Robert Ball, Fiona Brown, Jane Sharp,  
Andy Stevenson.

OFFICERS IN ATTENDANCE:

Rachel Stopard	-	Executive Director
Lorraine Blackburn	-	Committee Secretary
Keith Neat	-	Head of Human Resources

23 APOLOGY

An apology for absence was received from  
Councillor H G S Banks.

RESOLVED ITEMS

ACTION

24 MINUTES AND MATTERS ARISING

The Panel agreed that in respect of Minute 22 - Employee Consultation the word "make" in the first paragraph, last line, be deleted and replaced with the word "making" .  
Further, the Panel agreed that the resolution be amended by the deletion of the duplicate words "of the next meeting".

The Employer's Side advised that following a review of the consultation processes, the Council was satisfied that it had an effective mechanism in place and that no additional

processes were needed to comply with the Information and Consultation of Employees (ICE) which came into effect on 6 April 2005.

The Staff Side sought assurance that any consultation process should be carried out in the correct way, using proper procedures.

RESOLVED - that the Minutes of the meeting held on 20 January 2005 as amended, be confirmed as a correct record and signed by the Chairman.

## 25 FLEXIBLE WORKING

The Staff Side submitted a report seeking the extension of the flexible working scheme currently being piloted within Revenue Services. It was noted that the scheme was an extension of the existing scheme, but with increased flexibility, which had the effect of extending the working day from 7.30 am to 7.00pm.

The Staff Side Secretary commented that it was apparent that a lot of staff had not changed their current working arrangements as a result of their personal commitments. The Staff Side Secretary commented that there was evidence to support the fact that productivity within the section had increased, backlogs had been reduced, fewer complaints from customers had been received and that absence through sickness had reduced.

The Executive Director, in principle, supported the extension of the scheme but felt that much of the information available concerning the success of the scheme was anecdotal and that the Council needed empirical evidence and stronger performance measures (including benchmarking with other authorities), to evaluate the effectiveness of the scheme, before it could be rolled out. Following the collation of this information, the Executive Director anticipated that a report could be presented to Directors' Board in September 2005.

RESOLVED - that the Executive Director be requested to collate empirical data to support the extension of the scheme, including benchmarking with other authorities and that a report be submitted to Directors' Board in September 2005.

26 GRANGE PADDOCKS CAR PARK

The Staff Side submitted a report concerning a request to install a CCTV camera at Grange Paddocks in line with the original risk assessment recommendation.

It was noted that the recommendation to install a CCTV camera had been deleted from the final version of the risk assessment on the basis that no controls were needed, as increased use of the car park would ensure self policing of the area. Recent improvements to Rye Street and residents' parking suggested that there were more people in the area.

The Staff Side commented on the expense to the Council in staff having to walk to and from the car park in order to collect their car to go out on Council business.

The Executive Director explained that staff could use the short term car parks if going out on Council business and claim such sums back.

It was noted that there were approximately 20-30 staff using Grange Paddocks on a daily basis and staff coming from other locations found Grange Paddocks to be inconvenient. Some staff were using local streets to park on their way to work and some staff had opted to pay for long stay permits because of concerns about safety and convenience.

The Staff Side commented on the poor condition of the Grange Paddocks surface. It was hoped that permeable paving could be installed and further information was being sought. The poor condition of the riverside route was commented upon.

The Employer's side commented that the usage of the car park did not warrant the expense of installing of a CCTV camera. In terms of personal safety, individual personal alarms had been issued to those staff who had requested one. The Employer's Side commented that Jackson Square was not "immune" to theft.

RESOLVED - that parking at Grange Paddocks be monitored.

The meeting closed at 2.45 pm.