



**WALES NOC MEETING
22ND MAY 2008
WELSHPOOL**

Present:

Antony Griffiths	PCS (Chair)
Paul Finch	PCS
St John Ashworth	PCS
Mike Kennett	UNITE
Eric Williams	UNITE
Barbara Anglezarke	Prospect
Andy Phillips	UNITE

2. Apologies:

Chris Edwards	PCS
Rhian Evans	PCS
John Williams	UNITE
Chris Tucker	UNITE
Bob Griffiths	Prospect

3. NOC Elections

The following were confirmed as NOC delegates:

Prospect - Barbara Anglezarke, Bob Griffiths. One further representative is entitled to attend.

PCS - Antony Griffiths, Rhian Evans, Chris Edwards, St John Ashworth, Paul Finch

UNITE - Andy Phillips, Eric Williams, Mike Kennett, Chris Tucker, John Williams

GMB - membership in Wales is low - no requirement for formal representation on NOC.

Co-options to the NOC will be considered as appropriate - none proposed at present.

Election of Officers

Chair: Antony Griffiths

Proposed: Paul Finch Seconded: Andy Phillips

Secretary: Rhian Evans

Proposed: Antony Griffiths Seconded: St John Ashworth

Staff Council Chair: Chris Tucker

Proposed: Paul Finch Seconded Andy Phillips

At present, these meetings are chaired alternately by Director Wales.

FCTU Representative: Barbara Anglezarke

Proposed: Andy Phillips Seconded Paul Finch

It was noted that Andy Phillips also attends these meetings as a UNITE representative.

Health and Safety Co-ordinator: Eric Williams

Proposed: Andy Phillips Seconded Paul Finch

4. Minutes of Last Meeting - 4.3.08

Accepted as correct.

5. Matters Arising From Last Meeting

Para 7 - New Assembly Building - discussed at staff council meeting. Work proceeding well. Agreed to drop this as a standing agenda item, and deal with any issues on a case by case basis as they arise. Discharged.

Para 8 - Revised Post Filling Paper - discussed at staff council meeting, where it had been agreed that information about which posts were 'key' and which 'non-key' would be released.

ACTION: AG to clarify with HR Wales if this is going to be a general release to all staff or whether only individuals will have the right to enquire with their Unit Managers, etc.

Para 10 - GIS posts across Wales - discussed at staff council meeting.

Para 14 - provision of FC vehicles - discussed at staff council meeting, though not minuted - AG to query why not. It was recognised that there still needs to be some clarification for staff who live outside a District Boundary, or a managed area, whom have the use of an FCW Vehicle and thus whether that vehicle can be used for home to work travel, or not. It is believed that there is currently no Wales-wide policy. Therefore, it should be made clear when a job is trawled what arrangements are available for staff when considering an application.

ACTION: HR to be asked to produce generic guidance on post location/staff home location when an FCW Vehicle forms part of the job.

Para 14 - Land Agent Review - discharged.

Para 16 - MES Update - discharged.

6. Health and Safety

Chris Edwards not present to give an update. A course is being developed specifically for FC TU members.

ACTION: Chris Edwards to be asked for a brief written statement for circulation to NOC members.

7. New Assembly Building

Now removed as a standing agenda item - see Matters Arising.

8. Inconsistent travel arrangements/agreements for staff across FCW

This is presumably not just a Welsh issue.

ACTION: Issue to be raised at next FCTU meeting - data to be gathered to show current broad issues and circumstances - Antony to circulate examples to NOC Members.

9. Workload Survey

FR staff questionnaire had been circulated – it would be beneficial to know how FR used the results and thus to what benefits FC Wales members/staff could expect from a survey. Agreed that it would be good to carry out a similar survey in Wales, possibly adding questions, for example, about travel arrangements, Greenerways, Union representation and membership, feelings about PMS and FJPs. However, it does need to be fairly simple and easy to complete.

The compilation and analysis of the survey would presumably be facilitated by the Silvan House TU team.

ACTION:

- NOC members to email comments on the questionnaire to Antony by 30.6.08.
- Need to decide whether it should be sent to Union members only or to all staff. If the latter, permission may be required.

10. GIS Posts in Wales

It was reported that two GIS 6b posts in Wales are now nominated for the 2008-2009 JEGs' programme. Director Wales has confirmed that these two posts would be used as a comparable for other PB6b GIS posts within Wales.

11. Director Wales' 5 point vision for FCW

This vision was noted. It was agreed that communications were probably the most crucial issue for the TUS - management can use the TUS to liaise with staff who are members.

ACTION: TO / management to be reminded that the TUS can carry out this role.

12. Job Trawl specification - essential v. desirable elements

The issue of what is deemed to be 'desirable' and what is 'essential' in a person specification came up following a recent trawl, whose requirements appeared to exclude most FCW staff. Unfortunately, this had not been picked up beforehand by the TUS. It was felt that training and development support should be offered to staff who might lack specific experience, but otherwise be potential candidates for posts.

13. Greenerways - FCTU Support

Ideas being sought from staff for FCW to reduce its energy consumption and waste. NOC / TUS keen to endorse and support this wherever possible. It was noted that organisational structures and the need for some members of staff to travel ever more widely would have an adverse impact on energy consumption. Need to ask if this aspect is considered when restructuring decisions are taken.

Action: TUS keen to appoint an NOC Greenerways representative to assist the initiative and develop the TU role. St John Ashworth will take on this role if proposal accepted.

14. AOB

- **Pension notices** - there is reference to 'industrials' and 'non industrials' in the recently issued pension statements. This is an old reference to previous staff groups and thus its relevance should be questioned.

ACTION: This is out of date and inaccurate and instances should be raised with George Prior in Silvan House, and possibly wider with the FCTU Council.

- **Wider communication** - it was agreed that the TUS needs to celebrate and communicate its successes, both to show members that we are being effective, and to help with recruitment. With the introduction of the recent FCTU Website, where news, information, successes, etc, can be communicated, a note should be circulated to all Members/staff bringing their attention to the site. 'NOC Minutes' circulation to staff is of course done via a link to this Website.

Next NOC meeting: 13th August 2008 Welshpool Office