

Staff Consultation Forum

4th August 2010

Committee Room 3

Attendees

John Robinson
 Caroline Gray
 Christina Corr
 Lesley Boast
 Bob Leverett
 Dee Levett
 Margaret Bracey
 Lorrae Hunter
 Chris Carter
 Nigel Schofield

Apologies

Kerry Shorrocks
 John Fisher
 Sue Graves

		Actions
1.	<p>Apologies</p> <p>As above.</p>	
2.	<p>Minutes of Previous Meeting</p> <p>At the meeting on 7th July it was suggested that a reminder to all Councillors regarding building security be put in MIS regarding Councillors entering the building but not signing in or showing their badges. NS advised that he had now spoken to David Miley.</p> <p>Staff recommendations – JR to discuss further with KS the feasibility of an area on the intranet for staff to recommend things to others such as holidays, restaurants etc.</p> <p>Budgets – JR advised that budget cuts between 25%-40% during the next financial year should read during the next few years.</p>	JR
3.	<p>Scanning and Indexing</p> <p>At a recent meeting of SCF Howard Crompton advised that a report regarding the outsourcing of scanning and indexing, would be going to Cabinet at the end of July. CG advised that this had now been agreed. Andrew Markely attended SCF on behalf of staff would be directly affected. CG advised that formal consultations with staff are now taking place. The consultation period will end on 31st August.</p>	

4.	<p>Green Issues</p> <p>CG advised that a thank you had been received for the recent donation of £115.87 to the Lister Hospital from the last Green Event. CC provided some feedback from the Second Chance Event that took place on Friday 16th July 2010, which was not as successful as hoped. They are considering a more central location and outside of the summer holidays for the next one. It was asked when the next book/cake sale would be. CG confirmed now on the waste management agenda so she would contact them.</p>	CG
6.	<p>Home-working/Office Accommodation Office Accommodation Clear Out Days</p> <p>CG advised that the office accommodation clear out days had now been confirmed by Howard Crompton. These are to be held on :</p> <ul style="list-style-type: none"> • Friday 13 August 2010 • Wednesday 25 August 2010 • Friday 3 September 2010 <p><i>Due to waste disposal these dates have now changed. Please see the intranet for updated information.</i></p> <p>Information regarding the disposal of documents can be found on the intranet.</p> <p>http://srvinternet01.north-herts.gov.uk/phpBB3/viewtopic.php?f=5&t=1636</p> <p>HC to be invited to the next meeting of SCF on 1st September 2010.</p>	JH
7.	<p>Saving Suggestions</p> <p>It was suggested that in the kitchen on the 5th floor of DCO, a hot water boiler could be installed (like the 1st floor kitchen) instead of a kettle being used.</p> <p>Could the hot water be turned down in the ladies toilet on the ground floor</p> <p>Cancel the noise call out payment.</p> <p>JR agreed to forward these suggestions to CMT and, in response to a question, confirmed that all saving suggestions that have been sent to 'Tell JC' would be considered but individual feedback would not be possible.</p>	JR

8.	<p>NHDC Update</p> <p>JR advised that the advice from the LGE was that the pay negotiation was subject to a separate pay agreement. There was no increase offered for 2010/2011. There was review of fair pay in the public sector being carried out.</p> <p>JR advised that many of the recent Government announcements were not yet detailed policies but gave a good indication of the scope and scale of likely change.</p> <p>JR advised that as housing growth in North Herts continues to rise, a suggestion had been put forward by the Communications Team that hard copies of outlook magazine be withdrawn from staff who will then be able to access a PDF copy on the intranet. This will save increasing the print run of Outlook. The SCF endorsed this initiative.</p> <p>JR advised that NHDC had received an award of two Green Flags which were for the design, maintenance and management of Priory Memorial Gardens in Royston and Norton Common in Letchworth.</p> <p>Loo of the year award had also been won for a toilet in Royston.</p>	
9.	<p>Employee Queries</p> <p>Ground floor ladies toilet. A query was raised regarding the hygiene on the ladies toilet on the ground floor. It was agreed that this should be brought to the attention of Barbara Oakes for action.</p> <p>It was suggested that for promoting recycling within NHDC offices, a tip could be put into team talk e.g. in HR they keep a basket for blue bin paper recycling and empty every few days rather than every individual making separate trips each time.</p>	JH
10.	<p>Any Other Business</p> <p>None</p>	

Chair for next meeting : Christina Corr

Date of next meeting : 1st September 2010
Committee Room 3
2.30pm to 4pm