

Summary of Decisions and Actions

Meeting of the Shadow Joint Executive Committee (JEC) Monday 3 December 2018 - 14:30-16:30pm Welsh Government – QED Centre

Chair – Richard Tompkins – Devolved Employers

Item 2 - WPC Joint Secretariat – Update

Agenda Item	Outcome/Action	
Item 2 – WPC Joint Secretariat Update	Decisions	It was agreed a date would be found for the next WPC following the Appointment of the new First Minister.
		The JEC agreed to review the meeting schedule for 2020 in late 2019.
	Actions	Joint Secretariat to arrange a date for the next meeting of the WPC with the First Minister's Private Office.
		The WPC Joint Secretariat to put a review of the 2020 meeting schedule on the JEC agenda for September 2019
	Decisions	JEC members were content with the WPC/JEC Meeting Protocols including the appointment of JEC leads for WPC work programme items subject to the following addition: The submission of items at short notice will require the approval of all JEC partners, which can be achieved by either meeting or seeking agreement virtually.
		The JEC agreed to review the suitability of meeting protocols in late 2019.
	Actions	The JEC to agree leads for each of the work programme items so that prior knowledge and expertise informs future delivery.
		The Joint Secretariat to add the agreed process for the late submission of WPC items to the meeting protocols.
		The WPC Joint Secretariat to put a review of meeting protocols on the JEC agenda for September 2019.
	Decisions	JEC members were content that the proposed schedule of WPC future agenda items remain unchanged for now but kept under review.
	Actions	Joint Secretariat to ensure the proposed schedule of WPC future agenda items is kept under consideration by the JEC for review.

	Decisions	The JEC agreed to formalise its transition from shadow arrangements at the JEC meeting in January 2019, subject to formal confirmation of appointments and membership of the JEC being received from partners by the WPC Joint Secretariat.
	Actions	Each partner to provide written confirmation of appointments (employers side and trade union side Chair(s), Vice Chair(s) and Joint Secretaries) and future membership of the JEC to the WPC Joint Secretariat by the end of December 2018.
		Joint Secretariat to put formal transition from shadow arrangements on the JEC agenda for 24 January 2019.
	Decisions	It was agreed the Welsh Government would consider further the status of FE and HE within the context of the WPC.
	Actions	Welsh Government to provide an update on the status of FE and HE at a future meeting of the JEC.
	Decisions	JEC members agreed to review contact lists to ensure accuracy once these are updated by the Joint Secretariat.
	Actions	Joint Secretariat to share updated membership and stakeholder contact and distribution lists with partners to confirm accuracy.
	Decisions	It was agreed that a WPC Communications Plan be developed and that a draft be provided to the next JEC meeting.
	Actions	Joint Secretariat to provide a draft WPC Communications Plan for consideration at the next JEC meeting on the 24 January 2019.
Item 3 - Proposed WPC Agenda	Decisions	It was agreed that items for the WPC agenda be discussed at the next JEC meeting.
	Actions	Joint Secretariat to ensure the WPC draft meeting agenda and consideration of asbestos management are placed on the agenda for the next JEC meeting on the 24 January 2019.
Item 4 - WPC Forward Work Programme	Decisions	It was agreed that the WPC Forward Work Programme needed further consideration and to be worked through, including a definition of One Public Service, at the next JEC meeting in January 2019.

	Actions	Joint Secretariat to put the WPC Work Programme on the agenda for discussion at the next JEC meeting on the 24 January 2019.
		Joint Secretariat to offer a definition of One Public Service for discussion at the next JEC meeting on the 24 January 2019.
Item 5 - Dying to Work – Review Paper	Decisions	JEC members agreed that a letter be drafted for employers to clarify the position and pursue those that remain unsigned.
	Actions	The Joint Secretariat to draft a letter of clarification for employers from the JEC and pursue those that remain unsigned.
Item 6 - Non Guaranteed Hours Arrangements (NGHAs) Review of Implementation of Guidance	Decisions	It was agreed that the Trade Union side would provide the Joint Secretariat with capacity to further interrogate the NGHAs responses.
		It was agreed that the Joint Secretariat would expand the final draft of the report to include a fuller analysis of individual responses.
		It was agreed that the Joint Secretariat would provide an update to Trade Union colleagues on the level of Trade Union involvement in responses as specified in the NGHAs returns.
	Actions	Wales TUC to provide the Joint Secretariat with capacity to further interrogate the NGHAs responses.
		Joint Secretariat to expand the final draft of the report to include a fuller analysis of responses.
		Joint Secretariat to provide an update to Trade Union colleagues on the level of Trade Union involvement in responses as specified in the NGHAs returns.
Item 7 - Code of Practice on Workforce matters (Two Tier Code) – Annual Report	Decisions	It was agreed that members would review the report to consider whether there are any contracts missing and identify any possible omissions to the Joint Secretariat for further exploration, to ensure all relevant contracts for the reporting year are properly recorded.
	Actions	JEC members to consider the report and provide the details of any contracts they feel have been omitted to the Joint Secretariat.
		Joint Secretariat to chase any possible omissions with the relevant organisations and update the report accordingly.
Item 8 - A Healthier Wales	Decisions	Helen Arthur agreed to explore mechanisms for Trade Union participation, including Regional Partnership Boards and would speak with Jonathan Lloyd about engagement with local government through the Joint Council for Wales.

	Actions	Helen Arthur to explore mechanisms for Trade Union participation, including Regional Partnership Boards.
		Helen Arthur to speak with Jonathan Lloyd about engagement with local government through the Joint Council for Wales.
Item 9 - WPC Website – Update	Decisions	JEC members agreed the approach to the development of the WPC website and the inclusion of a newsletter.
	Actions	JEC members to provide any amendments to the proposed basic content of the WPC website to the Joint Secretariat by the end of December.
Item 10 - Review of JEC Minute and Actions to Date	Decisions	Verbal progress updates were accepted
		As per the action under item 2 (31.1) The Joint Secretariat to arrange a meeting of the next WPC in the New Year following the appointment of the new First Minister.
	Actions	Trade Unions to provide a collective response in writing to confirm they are all signed up to the Code of Practice on Ethical Employment in Supply Chains.
		Welsh Government to provide a copy of the Community Asset Transfer (CAT) Guidance which includes a form of words indicating local authorities apply 'fair deal' in any transfer.
Item 11 - Redeployment Survey – Public Sector Workforce in Wales	Decisions	The JEC agreed that subject to any amendments the Redeployment Survey could be progressed in January.
	Actions	JEC members to provide any views on the Redeployment Survey to the Joint Secretariat by the 10 December.
		Joint Secretariat to progress translation and issue the survey in January.