

Summary of Decisions and Actions

Workforce Partnership Council Joint Executive Committee (JEC) Wednesday 18 March 2020 – 10:00-10:30am - Cathays Park 2 - Cardiff

Item	Decision/Action	
1. Meeting Administration	Decision	Members agreed to progress the meeting accepting substitutions as a result of COVID-19. Judith Cole to Chair.
	Decision	Members agreed to proceed with a revised agenda to discuss COVID-19 and the implications for future WPC and JEC arrangements.
2. COVID-19	Decision	Member's positions, key points and issues in response to COVID-19 requested in writing by 20 March 2020, Joint Secretariat to collate and circulate to all members in preparation for the WPC on 25 March 2020.
	Action	Members positions and issues in response to COVID-19 to be captured in a written submission coordinated by Wales TUC for the Trade Union Side and WLGA for the Employers Side, to be sent to Mark Lewis at the Joint Secretariat by Friday 20 March. Joint Secretariat to collate and circulate to all members on Monday 23 March 2020.
	Action	Welsh Government agreed to provide a note to confirm communications channels to be used re COVID-19.
3. Special WPC Meeting 25 March 2020 - Arrangements	Decision	Members agreed to the revised agenda for the WPC on 25 March
	Decision	Members agreed to teleconference and a reduced representation at the WPC on 25 March

	Decision	Members agreed that all WPC communications will be managed through JEC members
	Decision	Members asked that a note of the meeting be circulated that afternoon.
	Action	The Joint Secretariat to revise the agenda and arrangements for the WPC meeting on 25 March
	Action	JEC members to nominate three representatives to participate in the WPC teleconference on 25 March 2020 for each social partner; Please notify Mark Lewis of your nominations or any changes to those notified at the meeting.
	Action	JEC members to communicate the new meeting arrangements to their constituent members on the WPC and ensure their views are represented at the WPC.
	Action	Jo Salway to review the meeting discussion with Shavanah Taj
	Action	Joint Secretariat to prepare a note of the meeting for immediate circulation