

Trade Union Consultation Meeting

Wednesday, 07 June 2023, 10.30am, Microsoft Teams

Decision Notes and Actions Arising

Attendees LBE

Julie Mimmagh, Chair
Shemelia Lewis, Note Taker

Presenting Officers:

Peter Nathan
Suzy Francis
Zulkifl Ahmed
Jon Newton
Anna Barnes
Jane Parsley
Des O'Donoghue

Trade Unions

Paul Bishop (Unison)
Anna Woodcock (GMB)
Tracy Adnan (Unison)
Christine Sesstein (Unison)
Denise Handscomb-Teagle (GMB)

Apologies

Nick Long (Unite)

		OWNER
1.	Educational Psychology Service	
	<p><i>Peter Nathan and Suzy Francis presented</i></p> <p>Item to be put on hold for next Trade Union Consultation meeting. Subject to Executive Director and EMT Budget approval.</p>	
2.	SWERRL Service (also known as the Primary Behaviour Support Service)	
	<p><i>Peter Nathan and Suzy Francis presented</i></p> <p>The Head of the SWERRL Service (also known as the Primary Behaviour Support Service) is retiring in October 2023. The current post holder is paid on the Teachers' Pay Scale (<i>Leadership Group – Point 18</i>). There are historical reasons for this that date back to when the Primary Behaviour Support Service was designated as a pupil referral unit and therefore was registered as an educational establishment that required a headteacher in the leadership position. This designation ceased some years ago and the service operates as an outreach and intervention service, funded by the Designated Schools Grant.</p> <p>Due to the impending change in personnel as a result as the current post holder's planned departure it is the right time to bring the pay and the terms and conditions in line with the council's pay structure. This would also be aligned with the Head of the Secondary Behaviour Support Service.</p> <p>A new job description/role profile has been written that reflects the current responsibilities, qualifications and criteria that are needed for the Head of SWERRL. This has been evaluated by Human Resources at Head of Service 2 (point 1-6).</p> <p>No Questions</p> <p>Actions: None</p>	

	TU's had no objections to proceeding	
3.	SEN Service	
	<p><i>Peter Nathan and Zulkifl Ahmed presented</i></p> <p>The Enfield SEN Service has increased in size since 2020, due to the upward trajectory of EHCPs. In 2020 the SEN Service had 3,057 EHCPs and a staffing team of 12 SEN officers. (Previously increased from 8 officers in 2019). At this time SEN Officers conducted all aspects of the role; statutory assessments, Annual Reviews and managed moves etc. This meant on average the team would hold circa 254 cases each. This then sat with the DFE recommended case load of 250 per officer in London.</p> <p>In February 2021 the caseload increased significantly to 3,435 with 12 officers which pushed the case load to 286 cases on average. In October 2021 the EHCPs stood at 3,735 and it was agreed to increase the team by a further 3 officers and restructure to manage the statutory demands.</p> <p>The service is proposing to add two new 12-month fixed term contract for a scale 6 case officer and a Case Co-Ordinator at SO2.</p> <p>PB and TA expressed concerns on using the DSG as it is raised as a concern in the financial implications included in the report. TA asked to explain the financial decisions. ZA responded there is an underspend within the staffing budget which means there is money available to fund these posts.</p> <p>TA asked why are the proposed posts 12-month FTC if there is a need for permanent staff? ZA responded firstly for the finance post; the service bringing in a new IT system. The post holder will come in and streamline processes with the work that the service is already doing and once that has been put in place and utilised, we believe there won't be a need for an additional post in the long term. The post within the Post 14 team is to address a specific backlog that's been caused due to long term sickness.</p> <p>PB asked again "what is your response to the comment; <i>There are also concerns regarding breaching regulations by utilising the DSG funding for SEN salary?</i>" ZA responded the service doesn't share this view with finance and believes it is a matter of interpretation. PN added that the concerns are noted. This has been done for the past ten years and hasn't become an issue with the Department of Education. This is a discussion that happens in detail and the main aim to support children with special needs. This also has been benchmarked with neighbouring boroughs. TO suggested that this information should be reflected in the report as it seems as if this is an issue, and it has been ignored.</p> <p>Actions: Update report and sent to TU and HR colleagues</p> <p>TU's had no objections to proceeding</p>	ZA/PN
4.	Outreach Team restructure	
	<p><i>Jon Newton, Anna Barnes and Jane Parsley presented</i></p> <p>The Outreach team has historically worked closely with the Learning Disability Service and was providing longer term support for those clients who required support in the</p>	

	<p>community. The focus for Outreach changed from providing long term support to supporting individuals for a shorter period to regain confidence, maximise independence to live at home and access to the community. As the team no longer provided personal care support the service was de-registered with CQC in January 2022.</p> <p>Outreach has been successfully supporting the tenants at Vincent House for the last 18 months, working closely with the ILDS Occupational Therapist to deliver the support these tenants require to move on to alternative independent living accommodation.</p> <p>Referrals from the in-house teams to Outreach have remained consistently low for the last 12 months and are continuing to drop. Referrals that have been received have been focussed on financial management support and supporting people with housing applications. These referrals can be directed to other teams across the Council that already provide this service or directed to VCS.</p> <p>The service is seeking approval to complete the final phase of the restructure of the Outreach team in the Older People and Physical Disabilities service. The first phase involved deleting 9 carer positions, deleting a vacant team leader post and de-registering with the Care Quality Commission as Outreach no longer provided personal care support which resulted in a savings of £150,000.</p> <p>It is proposed to:</p> <ul style="list-style-type: none"> - No longer provide community-based support work currently offered by the team. - Continue to retain staff in order to support the ILDS clients at Vincent House – staffing budget and management responsibility to remain with Older People and Physical Disabilities (OPPD). Staffing Budget = £352,495. - Vacant posts and posts not required to support Vincent House will be deleted and £41,900 will be moved across to the enablement staffing budget to create 1 x SO1 post FTE. <p>There is the risk of a potential redundancy, however the option proposed offers less risk and it is the intention of the service to support those staff at risk to be redeployed to other vacant positions within adult social care.</p> <p>JM asked when will the consultation start? AB responded as soon as possible</p> <p>Actions: TU colleagues to be made aware of when consultation starts</p> <p>TU's had no objections to proceeding</p>	<p>JN/AB/JP</p>
<p>5. Adult Social Care Transport</p>		
	<p><i>Jon Newton and Des O'Donoghue presented</i></p> <p>Following the cessation of the Independence Wellbeing Enfield trading company, the ASC Transport Service was transferred back to the Council on the 01/06/2020. The overall management of the service was transferred to Community Services and presently is managed by the Integrated Community Equipment Service (ICES) Team Manager. The reasons for transferring the service to ASC Day Services is as follows:</p> <ul style="list-style-type: none"> • ASC Day services currently assess all service users to see if they can offer daycare support and advise if fleet transport is required. The transfer will 	

	<p>enable a closer working relationship between the daycare and transport team and reduce the bureaucracy involved.</p> <ul style="list-style-type: none"> • When ASC Transport service have difficulties in providing cover due to sickness or staff shortages, the ASC Daycare staff provide driver or personal assistant cover. The alignment of services will allow greater joint contingency planning and therefore ensure the service continues to run. • Over the last year the ICE service has seen a considerable increase in the demands placed on the service, whether this be from the NHS or ASC. Also, it is likely the service will take over the running of Barnet Council's Community Equipment Service from early 2024 <p>The service is seeking approval to transfer the management of the Adult Social Care (ASC) Transport service from Community Services (presently managed by the ICES Team Manager) to ASC Daycare Services. Apart from the change in the overall management of the services, no other changes will happen to the existing ASC transport staff.</p> <p>AW asked Are the agency staff long term? DO responded No, they are only short term at the moment.</p> <p>TO asked how likely is the ICES service taking over the running of Barnet Council's Community Equipment Service, as this was mentioned in the report? DO responded there is an 80-90% chance. TA asked would you look at recruiting if this happens? DO responded Yes.</p> <p>DO addressed the issue around staff not feeling comfortable with receiving tablets in order to go online to book leave, access training and stay connected with the organisation. It was advised by TO to continue to provide training on how to use the tablets and give the staff support</p> <p>Actions: GMB Union colleagues to be added to the meetings that surround any changes with staff</p> <p>TU's had no objections to proceeding</p>	DD
6.	Notes of previous meeting, 24th June 2023	
	<ul style="list-style-type: none"> • TU Colleagues with no access to water in new office. Nearest access is in the staff lounge. 	JM
7.	Any other business	
	None	
	<p style="text-align: center;">Next meeting</p> <p style="text-align: center;">Wednesday, 21st June 2023 10.30am</p> <p style="text-align: center;">Microsoft Teams meeting</p>	