

Trade Union Consultation Meeting

**Wednesday, 22nd November 2023, 10.30am, Civic Centre 1st Flr, B-Block Meeting Room 3 and/or
Microsoft Teams**

Decision Notes and Actions Arising

Attendees	LBE	Trade Unions	Apologies
	Julie Mimmagh, Chair Tinu Olowe Shaleena Burahee	Paul Bishop (Unison) Tracy Adnan (Unison) Christine Sesstein (Unison)	Nick Long (Unite)
	Presenting Officers: Doug Wilson, Sharon Burgess Jayne Parsley Simon Pollock Massimo Avrili-Booth Fay Hammond, Annette Twigg Dudu Sher Arami Cheryl Headon, Marcus Harvey	Anna Woodcock (GMB) Alistair Blundell (GMB) Denise Handscomb-Teagle (GMB) Mary Goodson Kai Leighton - Unison	

		OWNER
1.	Modern Slavery Team in Adult Social Care	
	<p><i>Sharon Burgess presented joined by Doug Wilson and Jane Parsley.</i></p> <p>The report and associated documents were shared ahead of the meeting.</p> <p>A proposal was made to delete two posts in the Modern Slavery Team. The posts that are at risk do not cover statutory responsibilities. Consultation will start once officers have been officially informed.</p> <p>TU Questions:</p> <p>The questions raised were mostly around:</p> <ul style="list-style-type: none"> • how the service will be able to cover the duties of the two posts • how and what support the service will be putting in place for the two individuals at risk. • If the two individuals at risk could be placed at another internal post. <p>The 2 posts that are at risk will not be covered by anyone else. The service will be offering a limited service but will manage high risk cases. Victims will still go to MASH (Multi Agency Safeguarding Hub).</p> <p>The job roles at risk were mostly assisting the police with information and data, attending national meetings, offering bespoke training, although the service is a very good service it is not a statutory service. The Police also</p>	

	<p>have dedicated teams for victims of modern slavery. A question was also raised around how referrals will now be made. SB highlighted that everyone has a responsibility to refer where there is a concern. NRM service was also mentioned.</p> <p>HR will be able to talk to the two individuals concerned, signpost to necessary support and provide information on best next steps. The two individuals affected have excellent transferable skills, so can apply to other internal positions. JP mentioned they would immediately be placed on the redeployment list once the consultation has started.</p> <p>DW dialled in the meeting and confirmed the agreement and to proceed due to the Councils current financial climate.</p> <p>Note: DW dialled in shortly after Item 1 had come to close. TO represented and recommended to proceed as this restructure had gone through EMT and various other channels. TUs wanted it noted that directors are required to attend TU meetings as it was a decision that came from EMT.</p> <p>Expecting to issue notice by 8th January 2024 and last day of service would be 31st March 2024.</p> <p>The TU's raised their objection that was noted</p>	
2.	Environment and Communities	
	<p><i>Simon Pollock presented and joined by Massimo Avrili-Booth</i></p> <p>The report and associated documents were shared ahead of the meeting.</p> <p>Transformation Service Restructure</p> <p>Unfortunately, a proposal of a complete deletion of this team affecting 14 – 16 people has been put forward. The team have been funded from flexible use of capital receipts and this is no longer an option to the service anymore. Consultation will take place 23.11.2023. There will also be a 'lift and shift' under the FOI, COMS and SAR teams and it was proposed that the 'lift and shift' team will be reporting to the Head of Service of Customer Relations.</p> <p>TU Questions:</p> <p>Questions raised were around:</p> <ul style="list-style-type: none"> • How will HOS manage 'lift and shift' • The support being provided to those at risk <p>SP responded that managers should be able to manage 6+ direct reports. FOI, COMS and SARS are an experienced team, they provide a lot of support across the council and are very competent and experienced. The current HOS of Customer Relations has experience in managing this team.</p>	

Standard HR support is in place, SP available to people and has offered 121 meetings to people who are not able to attend consultation meeting. Approx. 15 people at risk and they will all be encouraged to approach TUs.

Customer and Communications Restructure

The proposal also included that both the current interim director position and Statutory Return & Report Officer post are to be deleted due to current financial climate.

Corporate Strategy Service Restructure

Simon Pollock presented and joined by Massimo Avrili-Booth and Dudu Sher-Arami.

Due to the councils' current financial position the service proposed the deletion of 2 HOS along with the Events Officer. 6 MM scale posts will be moved to other areas therefore will not be at risk. 3 x Policy & Performance posts and 2 x Research & Insight posts will also be deleted

The Research & Insight team will join Public Health team, collating statistics, and the other group of MM Policy colleagues will move to each department. SP also advised that there is a high chance of counter proposals from his team.

It was highlighted that there will be fewer posts and a competitive assimilation process. Newley recruited staff will also be affected from this proposal. The proposal issued for today's meeting supersedes the original proposal that was put through previously.

MAB confirmed that the JDs have been evaluated.

This team went through a restructure in April 2023.

TU Questions:

TU raised concerns around competition for those at risk and the newly recruited staff who will be at risk with no redundancy.

SP mentioned that all boroughs are in the same financial position so the opportunity to move across would be difficult. TO pointed out that each director going forward would need to review their vacancies and to either recruit or put on hold. The organisation has taken a decision not to blanket freeze. TO also mentioned that these matters are being raised at EMT and TO will continue to raise TU concerns at the next EMT meeting.

SP will ask MM colleagues who will move to individual departments to express preference prior to confirming where they will move and to inform this decision.

It was also noted of a possible PO1 x1 position may be available in Housing and the service has been in touch with Joanne Drew.

	TUs raised thier objections and will attend consultations.	
3.	Public Health Team Restructure	
	<p><i>Dudu Sher Arami presented and joined by Jane Parsley.</i></p> <p>The report and associated documents were shared ahead of the meeting.</p> <p>The key area which was discussed was the deletion of 2 PO2 posts, of which, are not fully statutory duties/functions. The statutory duties that are required to continue will be absorbed within the team. DSA keen to support those two individuals concerned to find suitable alternative jobs, which could also be other public health roles in local government or the NHS.</p> <p>TU Questions:</p> <p>Questions raised were around how confident that colleagues who will be taking on duties (from those at risk) and if they will be overloaded with duties, where the savings of the deletion of the 2 posts will go and ringfenced grants.</p> <p>DSA advised that the service has gone through a process to identify what duties can be stopped and what duties can be completed differently. There has not been a reduction to the financial allocation but there are increasing requirements to use the budget differently whilst still meeting public health objectives eg: statutory requirements to commission services such as sexual health, NHS posts etc.</p> <p>Conversations with FH are taking place in relation to where the savings from the 2 deleted posts will go and spending it in line with public health outcomes.</p> <p>The TU's raised their objection that was noted</p>	
4.	Corporate Finance Restructure	
	<p><i>Annette Twigg presented and joined by Fay Hammond.</i></p> <p>The report and associated documents were shared ahead of the meeting.</p> <p>Key points:</p> <p>A proposal was discussed for a creation of 2x HOS of Head of Finance. One Post will cover PEOPLE and the other will cover Gateway Limited (Environment and Communities, Temporary Accommodation). Both posts will be advertised both internally and externally. There was also a proposed deletion of a vacant MM2 Technical Treasury Accountant MM2 post, therefore no anticipated redundancy or pension costs.</p> <p>TU Questions:</p> <p>Questions were raised in relation to why the service wants to recruit two roles, and not one. TUs also asked about the confidence the service has in being able to recruit the right individual for the role. In summary, the service</p>	

	<p>believed recruiting two HOS will create stability and support existing staff. In terms of being able to successfully recruit the correct person, the service is aware there is a challenging market where some other councils have premium rates, however permanent positions have been relatively stable. The posts will be offered internally and externally, and it was also discussed that the service does not want to take on interim posts.</p> <p>Discussions were also raised regarding a previous proposal, TO confirm this proposal (22.11.2023) supersedes the previous proposal.</p> <p>TUs – no objections to proceedings.</p>	
5.	Public Health Team Restructure – Healthy Food Environment Officer Post Creation	
	<p><i>Carol Douet presented and joined by Dudu Sher Arami and Jane Parsley.</i></p> <p>The report and associated documents were shared ahead of the meeting.</p> <p>Key points:</p> <p>The service has received funding from the GLA for an officer to deliver work on a healthy food route program which will sit in Public Health. At present, there is only enough funding for a 1-year program, but the service will hopefully look into additional funding to carry the programme beyond the 1 year.</p> <p>TU Questions.</p> <p>The questions raised were mostly around how the post holder will operate and how the program will tackle fast food outlets around schools.</p> <p>The service will work with healthy catering colleagues, environmental health service and will be working with convenience shops within 400 metres from both primary and secondary schools. The healthy foods will be on a ‘like for like’ but healthier product. Other boroughs have participated in this program which has proved to work. Sales have increased. Overall, the post is an ‘on the ground’ community post and has been evaluated at a PO1 scale. There is a requirement for the post holder to have a nutrition qualification, so it may not be suitable for those at risk from other Public Health roles on the agenda today.</p> <p>The aim is to continue to seek external funding for more opportunities like this.</p> <p>No objections to the proceedings.</p>	
6.	Parks and Open Spaces Service	
	<p><i>Marcus Havery presented and joined by Cheryl Headon and Irene Papasavva.</i></p>	-

	<p>The report and associated documents were shared ahead of the meeting.</p> <p>Key Points:</p> <p>A proposal was put forward to review and re-organise the structure to ensure the right level and balance of management exists. It aims is to make it operationally effective across the management structure and business units.</p> <p>The proposal is that 27 posts will be deleted, of which 3 are vacant, therefore putting 24 staff at risks. 26 new posts will be created and it is hoped the number of potential redundancies will be minimised.</p> <p>TU Questions.</p> <p>Questions raised were around if any posts are ringfenced, and, assimilation.</p> <p>IP advised that job descriptions have been looked and grades confirmed, however, if the JD's change following the consultation the final grades may change. If the grades remain as identified in the report, then a lot of the current staff cannot assimilate as the grades are different. The posts will be ringfenced to people at risk. Job descriptions are offering growth/promotion.</p> <p>KL then asked MH/CH to advise staff how the service can put them in a position so that they can be assimilated. IP suggested an FAQ could be created to assist staff. TO stressed the importance to retain those at risk where absolutely possible.</p> <p>Questions were also raised about agency workers, and if they will be an opportunity for them to become full time. All directly employed staff at risk will be ringfenced to new posts. If posts are vacant at the end of this process, they can be opened for internal recruitment and agency workers can apply.</p> <p>No implementation date has been set yet due to annual leave but the vision is to complete the reorganisation by 31st March 2024.</p> <p>The TU's raised their objection that was noted</p>	
7.	Decision Notes and Actions Arising 22nd November 2023	
	<ul style="list-style-type: none"> • Item 6. Parks and Open Spaces: TUs requested consideration to allow assimilation. • Item 6. MH to resend audit report to TU members. 	
8.	Notes of previous meeting, 08 November 2023	
	<ul style="list-style-type: none"> • None 	
9.	Any other business	

	<ul style="list-style-type: none">• Agency staff. All directorates are re-examining agency staff and where the service have high levels of agency works that are suitable for the role.• Parks and Open Spaces. Permanent staff are ringfenced, not agency staff. KL has been pushing for agency staff to become permanent but feels ignored. Ringfenced will focus on directly employed staff and then will be open agency workers to apply too.• Restructure report form. TUs have requested that HR revisit the template, to include instructions and the first section of the report. Where there are amended documents on the report TUs have requested an explanation of why documents are amended with details of the changes	
	<p style="text-align: center;">Next meeting</p> <p style="text-align: center;">Wednesday, 6th December 2023 10.30am</p> <p style="text-align: center;">Civic Centre, 1st Floor, B Block, Meeting Room 3 and/or Microsoft Teams</p>	