

Trade Union Consultation Meeting

**Wednesday, 31st January 2024 10.30am, Civic Centre 1st Flr, B-Block Meeting Room 3 and/or
Microsoft Teams**

Decision Notes and Actions Arising

Attendees LBE

Julie Mimmagh, Chair
Iona Mackinnon (notes)
Tinu Olowe

Presenting Officers:

Simon Pollock, Massimo Avrili-Booth
Fay Hammond, Julie Barker

Trade Unions

Tracy Adnan (Unison)
Anna Woodcock (GMB)
Denise Handscomb-Teagle
(GMB)
Alistair Blundell (GMB)
Omotayo (GMB)

Apologies

Nick Long (Unite)
Mary Goodson
Christine Sesstein (Unison)
Paul Bishop (Unison)

		OWNER
1.	Decision Notes and Actions Arising 17 January 2024	
	Glenn's report has been circulated to TU colleagues. This went back to EMT with the concerns previously raised by the TU's. EMT approved the proposal.	
2.	Private Electric Vehicles Charging Policy	
	<p><i>Simon Pollock/ Massimo Avrili-Booth</i></p> <p>SP went through the Electric Vehicle Charging Policy which explains how electric and plug in hybrid vehicles will be charged whilst using charging facilities at the Civic Centre. SP explained that the cost will be 35p per kilowatt. In order to use the charging points, employees will need to complete a form to sign up to a monthly direct debit and they will be charged on their usage. Once the direct debit mandate form has been received, they will be provided with a keycard fob by FM which will allow the employee to start using the BP charging units in the staff car parks.</p> <p>JM asked if the fobs can use at any BP machine outside of council grounds. SP has tested this and confirmed that the fobs do not work at BP machines outside of the council.</p> <p>JM asked whether SP has checked with payroll to see if the charges incur taxable benefits. SP confirmed that it does not.</p> <p>TO asked how staff, tenants and visitors who use the fobs are identified. SP explained that Massimo Avrili-Booth has researched to find out how many staff and tenants have fobs. SP added that FM do not provide fobs to visitors.</p> <p>TO asked what the next steps will be. SP replied that once this policy has been agreed at this meeting, the report will be brought to EMT and then staff and tenants will be notified.</p>	

	<p>AW asked whether the fobs would work at Morson Road. SP explained that they should do as it is the same BP network/ charging units. Any individuals at Morson Road who want to charge their cars at work will need to sign up to a direct debit mandate to receive a fob.</p> <p>JM highlighted that as of April 1st, there will be changes to parking charges and asked if individuals will be charged for parking as well as charging their vehicles. AW raised that currently staff are not charged for parking at Morson road.</p> <p>No further questions and no objections.</p>	
3.	Exchequer Services Restructure	
	<p><i>Fay Hammond/ Julie Barker</i></p> <p>The Exchequer Service is split into 4 main areas:</p> <ul style="list-style-type: none"> • Payroll • Pension • Accounts Payable and Receivable • Payments and Revenues <p>JB explained that the Payroll Team is a successful traded service which provides services to council employees, election staff, individuals in receipt of council pension, Enfield schools and academies and academies outside of the borough in Hertfordshire and Essex.</p> <p>JB explained that in May 2023 there was agreement to delete a Senior Exchequer SO1 and replace this with a Payroll Assistant Scale 5. The purpose of this role was to undertake admin and data entry work. However, the Payroll Assistant left in December 2023 and so JB explained that they have reviewed the needs of the service. Due to the expanding payroll services, it was concluded that a new Senior Exchequer Officer SO1 post should be created.</p> <p>TO asked whether the deletion of the scale 5 post and creation of the SO1 post will be within budget. JB explained that it is.</p> <p>TO asked whether this post will be advertised internally first for staff at risk. JB confirmed this post will go out internally first.</p> <p>No further questions and no objections.</p>	
4.	Any other business	
	No aob raised	