

Enfield 2017 Trade Union Consultation Meeting
Wednesday, 10 January 2018 10.40am
Decision Notes and Actions Arising

Attendees	LBE Tony Gilling Dominic Millen Jayne Middleton-Albooye Julie Mimmagh Note taker - Nadine Clark	Trade Unions Paul Bishop (Unison) Tracey Adnan (Unison) Christine Sesstein (Unison) Anna Woodcock (GMB)	Apologies Matt Mills (GMB) Terry Smith (Unite)
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1.	Transport Planning and Policy Team	
	<p>Dominic Millen presented</p> <p>DM referred to the tabled proposed restructure report covering the Transport Planning and Policy Team. The proposed changes are:</p> <ul style="list-style-type: none"> • deletion of 1 x vacant scale 6 post Smarter Travel Officer. • deletion of 2 x scale 6 Community Road Safety Officer posts equivalent to 1 FTE. • creation of 1 x MM1 post Cycle Enfield Complementary Measures Manager. • creation of 1 x SO1 Cycle Enfield Marketing & Engagement Officer. <ul style="list-style-type: none"> ○ both posts will be fixed term for up to three years. ○ the new posts will be cost neutral as they are funded by TfL. <p>The TUs were provided with the names of the affected population and DM will now meet with the affected staff.</p> <p>Target date for implementation of the new structure is 1 April 2018.</p> <p>The TUs gave their agreement to the above approach. <small>(DM left the meeting)</small></p>	
2.	Dying to Work Charter	
	The Dying to Work Charter has been agreed by Cabinet and will be signed off at the next meeting. TG will provide hard copies for the TUs.	TG
3.	Legal Services Department - creation of Practice Manager post	
	<p>Jayne Middleton-Albooye presented</p> <p>JM-A circulated a proposed restructure report and a job description covering the creation of a Practice Manager post within the Legal Services Department. The role is still to be evaluated and is anticipated will be MM2.</p> <p>Background: an independent review of the Legal Services Department concluded that the Council should work towards reducing reliance on external legal services and bring the work in house. The report has identified that in order to bring about the desired outcomes, the department should recruit a Practice Manager. There is no direct impact on any other role but the appointment of this role will be the first step in a much wider restructure of the Legal Services Department.</p>	

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	The TUs gave their agreement for the recruitment process to start. (JM-A left the meeting)	
4.	PRP Appraisal Process	
	<p>PRP and a new appraisal process were discussed at the Executive Management Team (EMT) Awayday yesterday.</p> <p>Enfield will replace the current PRP pay scheme for staff grades above PO2 with incremental progression through experience. JNC terms and conditions remain.</p> <p>TG is tasked to review the current appraisal process with an aim to have a more meaningful process. Staff involvement in designing a new process will be through a new forum to be established called the Cultural Change Forum.</p> <p>TG explained the link between PRP and the appraisal process which means a decision on the replacement of the appraisal process needs to be agreed before replacing the current PRP pay scheme.</p> <p>Unison's response to changes to Hay Grading Structure, 9 January 2018 TG noted the contents and views of Unison as detailed in the 9 January email.</p> <ul style="list-style-type: none"> Flexitime - Management does not agree with Unison's view to reinstate the flexitime scheme. <p>Discussion between management and the trade unions will continue.</p>	
5.	Minutes of previous meeting, 13 December	
	<p>Cultural Audit update Outstanding action on Jo Clemente to circulate information. NC to follow up.</p> <p>The three step process: awareness / acceptance / action.</p> <p>Currently working on 'awareness' and feeding back to departments on the results. By February this process will be completed and work on action will start.</p> <p>Chief Executive meetings AW to raise at the February Chief Executive meeting the need to have a regular programme of meetings.</p> <p>National Pay Award A claim for 2% for Chief Executives has been put in.. TUs have not yet started consultation on whether they accept the NJC pay offer.</p> <p>Creation of a Programme Stream Lead role Apologies received from Keezia Obi as the job advertisement was inadvertently released externally first. KO has confirmed that internal candidates will be interviewed before external applicants.</p>	<p>NC</p> <p>AW</p>
6.	Hubs review	
	<p>Julie Mimmagh presented a verbal update</p> <p>The findings of research, workshops and focus groups are reflected in a report</p>	

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	that is currently a draft document. The key findings and recommendations have been fed back to the relevant heads of service, the executive director of FRCS and taken to the Executive Management Team (EMT). EMT requested further information to be included in the report and presented back to EMT later this month when a decision will be taken. The final edits of the report are currently being made. Heads of service have been kept informed. The decisions from EMT will be included in a report which will be circulated to the trade unions by 24 January. (JM left the meeting)	JM
7.	Any other business	
	IWE <ul style="list-style-type: none"> • Update by Marc Gadsby at the next meeting. • TUPE transfer of Social Care Passenger Assistants - TG advised this is still being reviewed and no transfer date is yet known. 	TG
	12.15pm meeting end	
	Next meeting Wednesday, 24 January 2018 10.30am – 12 noon Tony Gilling's office, 5th flr	

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