

**Enfield 2017**  
**Wednesday, 9th September 2015, 10.05am**  
**Decision Notes and Actions Arising**

**Attendees LBE**

Tony Gilling  
 Mark Stone  
Part time: Sally McTernan  
 Lynda Wreyford, Ejenavi Agbonkpolo,  
 Jane Parsley  
 Nadine Clark (note taker)

**Trade Unions**

Christine Sesstein (Unison)  
 Tracey Adnan (Unison)  
 Terry Smith (Unite)  
 Richard Owen (GMB)  
 Anna Woodcock (GMB)

**Apologies:**

Paul Bishop (Unison)

		<b>OWNER</b>
<b>1</b>	<b>Finance</b>	
	<p>Lynda Wreyford presented</p> <p><b>Voluntary redundancies</b>            Receipt of requests for redundancy has now closed and 18 requests have been received which are currently being reviewed by the head of service and will today go to TG and James Rolfe for consideration. Staff will be notified of the decision by 14 September. Where approved, notice will be issued on 21 September.</p> <p><b>Structure and recruitment timeline</b>            The new structure will have 51 posts excluding heads of service and will be implemented 19 October.</p> <ul style="list-style-type: none"> <li>• Scale 4 - PO1 assessment/applications to be concluded by 27 September. Interviews will be held wc 5 October.</li> <li>• MM2 - HOS1 assessment/applications to be concluded by 20 September. Staff shortlisted will be required to do a WAVE assessment. Interviews start 28 September.</li> </ul>	
<b>2</b>	<b>Business Support</b>	
	<p>Lynda Wreyford presented</p> <p><b>Voluntary redundancies</b>            4 last month, 8 going through this month, 10 scheduled for October and 53 for 10 November. A further 2/3 staff will be leaving after 10 November. MS advised that management does not have the finance to have a phased redundancy approach.</p> <p><b>Structure and recruitment timeline</b>            The new structure will be implemented 19 October. Interviews will be concluded tomorrow.</p> <p>Head of Business Support - five candidates shortlisted and interviews are taking place on 11 September.</p> <p>Team Leaders - as informed on 26 August, 9 of the 15 posts have been filled. LW advised that a further three candidates have now been shortlisted from redeployment. If any posts are still vacant they will go out to redeployment once again and then, if required, will be advertised council wide. Interviews will be concluded 10 September. 15 September is the moderation day for all officer positions.</p> <p>Nearly all fixed term contract staff have been interviewed and will be considered for any vacancies after permanent staff. Apart from one person, all staff on long term sickness absence and maternity leave have been interviewed.            (AW arrived to the meeting)</p>	

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<b>3</b>	<b>Flexible Retirement</b>	
	Going forward a new way to manage Flexible Retirement is required. Management tabled suggested amendments to the Flexible Retirement Policy for review and comment. The TUs found that the proposal was a common sense and pragmatic approach to resolve the issue and allow some flexibility for individuals.	
<b>4</b>	<b>Directorate Restructures</b>	
	No Directorate restructures to report on.  (LW and EA left the meeting. Jane Parsley arrived to the meeting)	
<b>5</b>	<b>Minutes of 26th August and 2 September meetings</b>	
	<p><b>26 August minutes</b></p> <p>Outstanding action. MS to follow up with Bindi Nagra. <i>Post meeting note: reminder sent to BN 9 September.</i></p> <p><b>Reprovision Project</b> <i>PB requested BN to provide the success criteria which will be used to assess the effectiveness of Ernst &amp; Young sourcing model in commissioning.</i></p> <p><b>Transport</b> TG advised that once the Business Support restructure is completed the two processes need to be dovetailed.</p> <p><b>Email accounts for the trade unions</b> MS informed that Corporate IT is currently preparing an agreement for the TUs to have Enfield email accounts and Egress access. MS will keep the TUs informed.</p> <p><b>Estate Management Review</b> TG advised that after long and protracted discussions between Enfield 2017, HR Council Housing management, TG has agreed to meet with staff tomorrow to apologise for the confusion around where the Community Engagement function sits. It is 50:50 between PDP and the Service Delivery arm. The servicing of the Customer Voice and Senate will move across to Shaun Rogan's team and the other posts will remain within Service Delivery. The five staff members in the existing Community engagement function will be eligible to apply for the 2 posts in Shaun's team and all the posts in the estate Management review.</p> <p>TG will report back at the next meeting.</p> <p><b>2 September minutes</b></p> <p><b>Consultation meetings</b> TUs confirmed that there has been TU representation at all meetings to date and TU representatives will be attending the balance of the meetings.</p> <p>Staff feedback received:</p> <p>PRP - although PRP is cited in the presentation, it is not expanded on by Kate Robertson.</p> <p>There have been some cases where some staff have received certain assurances previously which are not on offer now. Staff interpreted differently to what is in fact the case.</p>	<p>MS</p> <p>MS</p> <p>TG</p>
<b>6</b>	<b>Re-engagement after Redundancy</b>	

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	<p>Document tabled by Tony Gilling.</p> <p>Concerns have been raised by both the trade unions and central government over the issue of public sector officers receiving payments and subsequently being re- employed by the same organisation shortly afterwards. Enfield's redundancy procedure does not preclude the re-engagement of staff who have been made redundant. This potentially leaves the Council open to challenge and reputational risk. It is, therefore, recommended that the wording quoted in the circulated document is inserted into the redundancy procedure after consultation with the trade unions. The wording has been cleared by the Council's legal advisors and Eversheds..</p> <p>Going forward the proposed wording will be included in redundancy notices. Finance and Gateway Services staff will also be notified.</p> <p>TG requested comment/feedback from the TUs.</p> <p>The proposed additional wording allows for the re-engagement for an exceptional business reason of staff for a fixed period of time. These exceptions will be agreed by TG and James Rolfe.</p> <ul style="list-style-type: none"> <li>It was agreed that management will notify the TUs when such exceptions are triggered.</li> </ul> <p>TUs requested clarification on the following:</p> <ul style="list-style-type: none"> <li>Is this being implemented retrospectively?</li> <li>How do you manage for example staff who received redundancy payment 18 months ago and are now working at Enfield again?</li> </ul> <p>TG will report back on the above points at the next meeting.</p> <p>Employment of family members It was agreed to hold a separate meeting with the TUs. TG to organize.</p>	
<b>7</b>	<b>Assessment Hub</b>	
	<p>Sally McTernan presented</p> <p>Staff meetings have been well received. An additional session will be held next week or the week after for staff who were unable to attend any of the previous meetings.</p> <p><b>Heads of Service recruitment</b> The restructure will reduce the current 5 post holders to 3. Some expressions of interest have been received. Closing date 13 September.</p> <p><b>Staff consultation</b> Staff consultation was due to start in October, however this may be brought forward in order to conclude the restructure earlier than planned. SMcT is reviewing the benefits that management would gain by bringing this forward. This would also allow agency staff to be released earlier. Heads of Service will not necessarily be in post during the consultation period. TUs commented that they did not want the process rushed.</p> <p>SMcT will inform the TUs of the revised timetable.</p> <p>(SMcT &amp; JP left the meeting)</p>	<p>TG</p> <p>TG</p> <p>SMcT</p> <p>SMcT</p>
<b>8</b>	<b>Any other business</b>	
	<b>LATC pension scheme</b>	

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	AW informed that Roy Dunnett will be escalating the matter to councillors.	
	11.20am finish	
	<b>Next meeting</b> <b>Wednesday, 23rd September 2015, 10am – 11.30am, Tony Gilling's office</b>	

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