

Enfield 2017
Wednesday, 18th November 2015 10.05am
Decision Notes and Actions Arising

Attendees LBE
 Tony Gilling
 Kate Robertson
 Nicholas Bowater
 Sally McTernan
 HR: Irene Papasavva
 Nadine Clark (note taker)

Trade Unions
 Terry Smith (Unite)
 Paul Bishop (Unison)
 Richard Owen (GMB)
 Anna Woodcock (GMB)
 Pip Constantinou (Unison)

Apologies
 Christine Sesstein (Unison)
 Tracey Adnan (Unison)
 Mark Stone

| | | OWNER |
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| 1 | Gateway Hub | |
| | <p>Kate Robertson and Nicholas Bowater presented</p> <p>Currently recruiting for the scale 6 and PO2 tiers. All MM roles have been recruited to and the team is now interviewing for roles within their teams. Interviews for Scale 4 roles are being held next week.</p> <p>Voluntary redundancies On 16 November staff who expressed an interest for voluntary redundancy were notified by letter confirming their request for voluntary redundancy had been approved together with details of the anticipated redundancy payment. Of the 80 staff, 30 have been asked to stay longer than their notice period for business continuity reasons and most staff have agreed to this. However, management is being as flexible as possible and reviewing on case by case basis instances where staff will have difficulty working this additional period.</p> <p>Recruitment process There are 110 scale 4 posts in the structure and so far 77 applications received. Management anticipate some of the 77 applicants being successful at the higher graded roles they have also applied for.</p> <p>The agreed six stage process to fill vacancies is to firstly offer the roles to staff within the Gateway ring fence, then to staff on the redeployment register, followed by apprentices and then to internal staff, and if at the end of this stage there are still vacancies, the fifth stage process is for roles to be offered to agency staff.</p> <p>KR is proposing to open the scale 4 roles to other staff in redeployment before the end of the recruitment period on the basis that they would only be interviewed after the interviews with ring fenced staff were completed. TG commented that there would be no detriment to staff with this suggested proposal and if the end result is fewer redundancies, this has to be a positive approach.</p> <p>The TUs were requested for their views on the proposal. RO and PB both agreed so long as the criteria is met.</p> <p>PRP payment There are a number of staff who receive PRP and will be working a notice period and during this notice period would still be eligible for PRP. KR is proposing that from 1 January 2016 to their end date, staff are paid PRP on the basis of the average of their PRP for the last six months less any reductions for sickness.</p> <p>The TUs requested more information before consideration could be given to this proposal.</p> <p>It was agreed that KR will prepare costings for two options and present same at the next meeting:</p> | |

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| | <ul style="list-style-type: none"> • cost of providing staff with their six months average PRP taking into account sickness absence • cost of providing staff with full PRP <p>In both scenarios it would assume no non DDA/maternity sick leave (KR and NB left the meeting)</p> | KR |
| 2 | Corporate Maintenance and Construction Team Restructure | |
| | <p>TG will circulate the restructure report today.</p> <p>Following the retirement of the Head of Architectural Services, the post will be deleted and replaced by a Head of Service post. The only change in the structure is line management. The restructure is in line with Enfield 2017 principles and is part of the savings programme to avoid compulsory redundancy.</p> | TG |
| 3 | Directorate Restructures | |
| | <p>Irene Papasavva presented</p> <p>Regeneration Executive Support Formal staff consultation closes on Friday, 20 November. Hayley Coates is preparing responses to queries/questions raised by the PAs.</p> <p>Estate Management Review On-going.</p> <p>Neighbourhood Regeneration On-going.</p> <p>Public Realm A small restructure will be undertaken by one of the heads of service. The restructure report is still awaited by HR. (Sally McTernan arrived to the meeting)</p> | |
| 4 | People Transport | |
| | <p>AW raised the issue of two posts removed from the Business Support Hub as the posts were considered to be specialized roles. AW informed that the TUs were not consulted on this decision, is also concerned regarding the temporary cover arrangement in place and wants to ensure that redeployees are able to apply.</p> <p>IP to investigate this matter further and respond back to AW. (IP left the meeting)</p> <p>Additional information provided by AW at the end of the meeting - Morna Carroll/HR is aware of the situation.</p> | IP |
| 5 | Assessment Hub | |
| | <p>Sally McTernan presented</p> <p>There is a two week delay in the creation of the Assessment Hub due to a delay in sign off of the structure as some key decision makers were unavailable due to circumstances beyond our control. It is anticipated that the final decision on the structure will be received by the end of the week. This delay will not impact on the original plan for the recruitment work. The final structure will be sent to the TUs.</p> <p>Deadline for expressions of interest for voluntary redundancy closed last Friday and 92 have been received from across the service including Concessionary Travel, Council Housing. Meetings will be held between managers and staff who have expressed an interest for voluntary redundancy but who managers will not be able to release.</p> <p>TG advised that bumped redundancy will be explored by management where possible.</p> | SMcT |

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| | <p>PRP - SMcT advised that PRP is not reflected in the service model but she will double-check this.</p> <p>SMcT informed that management will support staff and help them as much as possible during the recruitment process, in recognition that there are a number of staff who are finding the prospect of the interview process very challenging.</p> <p>SMcT to be invited to future meetings to present an Assessment Hub update item. (SMcT left the meeting)</p> | <p>SMcT</p> <p>TG</p> |
| 6 | Business Support | |
| | <p>There are 6/7 scale 3 vacancies which HR are working towards recruiting to.</p> <p>CP reported that a member of staff applied for and was offered a scale 5 role in Business Support, however the offer has now been withdrawn because of a live warning for misconduct and the individual is facing redundancy. The only option would be for the individual to apply for a scale 4 role as this will not require a reference. HR was made aware of the situation today which they are investigating. TG advised he will look in to the matter.</p> <p>Ideas Exchange 17 November feedback Staff discussed the cultural change challenges the Council faces when moving towards implementing the hubs. These include; Managers feel less in control as a result of the fact that the back office resources were no longer located within the services.</p> | TG |
| 7 | Minutes of the meeting 4 November 2015 | |
| | <p>Gateway Hub Agency staff - at last week's LGW the six stage recruitment process was agreed and agency staff are 5th in line.</p> <p>Finance Hub Vacancies:</p> <ul style="list-style-type: none"> • 5 x MM roles • 1 x HOS technical • 2 x scale 4 • 1 x scale 6 <p>Ernst & Young The meeting held last week did not cover the success criteria which will be used to assess the effectiveness of Ernst & Young sourcing model in commissioning. PB requested that this be provided. TG will follow up with MS.</p> <p>Memo of Understanding After a lengthy discussion it was concluded that it may be best to revert to hard copy of communications for contentious information. TG will speak with MS.</p> | <p>TG</p> <p>TG</p> |
| 8 | Any other business | |
| | <p>Section 188 The next period will cover 1 January 2016 to 31 March 2016. TG handed out letters to the TUs. There are very few compulsory redundancies.</p> <p>Standing agenda items</p> <ul style="list-style-type: none"> • Gateway Hub update by Kate Robertson • Assessment Hub update by Sally McTernan | TG |
| 11.05am finish | | |
| <p>Next meeting Wednesday, 2nd December 2015 10am – 11.30am, Tony Gilling's office</p> | | |

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