

## Enfield 2017/TU Meeting

**Wednesday 10 February 2016 10.00 am  
Decision Notes and Actions Arising**

### Attendees

#### LBE

Tony Gilling  
Paul Sutton  
Sally McTernan  
Sally Kanabar-Wilson  
Flora Stevens  
Marc Gadsby  
Lorraine Davies

### Trade Unions

Paul Bishop (Unison)  
Christine Sesstein (Unison)  
Pip Constantinou (Unison)  
Terry Smith (Unite)  
Anna Woodcock (GMB)

		Action
<b>1.</b>	<b>Youth Service</b>	
	<p>PS informed the meeting that there is a need to reduce the Youth Service budget by £1.7 million. A report is going to Cabinet tonight and then Full Council on 25.2.16. PS explained that there was limited flexibility to make these cuts as most of the other areas he manages are funded by Central Government grants.</p> <p>TUs raised their concerns that this was the first time they had heard this. TG explained that the TUs could not have been informed earlier as the issue had been subject to political debate. PS asked whether this means that the Youth Service will be totally closed. PS replied if Full Council agree to go ahead there are still options available for limited provision.</p>	
<b>2.</b>	<b>Exchequer Service Hub</b>	
	<p>Four group consultation meetings including a mop up session has been completed.</p> <p>There was a fifth individual consultation meeting for a staff member unable to attend the group meetings.</p> <p>There is one member of staff who has not attended as they are on sick leave, however, they have been sent all documentation and their line manager is maintaining regular contact.</p> <p>Currently in the formal consultation period which ends on 26 February 2016</p> <ul style="list-style-type: none"> <li>• 58 heads (excluding Julie Barker) in the AP, 51 full time, 7 part time</li> <li>• 42.5 FTE posts in the proposed structure</li> <li>• JDs have been received by HR and we are in the process of evaluating them</li> <li>• FAQ has been issued</li> </ul> <p>Up to 9.00 am on Tuesday 9 February</p> <ul style="list-style-type: none"> <li>• 26 options meeting requested</li> <li>• 21 completed</li> <li>• Remaining 5 scheduled to be completed this week</li> </ul>	

Author	Diane Adams	Classification	official	Date of First Issue	10 Feb 2016
Owner	Tony Gilling	Issue Status	Final	Doc Number:	Page 1 of 3

		Action
	<p>Planned timeline</p> <ul style="list-style-type: none"> <li>w/c 29.2.16 provide feedback on the JDs and the proposed grading structure</li> <li>Recruitment process planned to take place between 10.3.16 and 24.3.16</li> </ul>	
<b>3.</b>	<b>Pensions Advice</b>	
	<p>TG stated that a man from the 'Pru' has requested that he meet with the TUs with a view to ascertain whether there is an option for him to give advice to TU members. The TUs agreed. Exchequer hub agreed to the request and TG agreed to set up the meeting.</p>	TG
<b>4.</b>	<b>Procurement and Commissioning Hub</b>	
	<p>TG stated that the 'lift and shift' of staff to the central hub took place on Monday 1 February 2016 and appeared to go smoothly. PB raised the concern that staff were expected to go into London for recent training events.</p>	
<b>5.</b>	<b>Business Support Hub</b>	
	<p>SG stated that 6 FTE (4.5 FTE in post) staff will transfer to the Business Support team from the Finance hub to undertake the processing of purchase orders. The restructure also removes a team leader post which hasn't been appointed to and realigns some positions. In summary, the restructure does not involve redundancies as the reductions will be actioned through national wastage.</p>	
<b>6.</b>	<b>Assessment Hub</b>	
	<p>The structure has been implemented with effect from 1 February 2016. There is a moderation meeting on 17 February to finalise appointments to the vacancies. It is hoped that this will lead to a full complement. Given the gaps in business critical areas and delays in IT delivery, some staff are staying until 31 March 2016 by mutual agreement.</p>	
<b>7.</b>	<b>Environment Directorate</b>	
	<p>NF stated that her service couldn't appoint to a strategic HOS post. It is proposed to go from four to three Heads of Service.</p>	
<b>8.</b>	<b>Reardon Court</b>	
	<p>LD stated that all staff in Reardon Court have now had an individual interview about what options are available to them. There are enough alternative posts available albeit they may not be seen as suitable alternatives.</p> <p>MG anticipates that new provider for Bridge &amp; Coppice will be by the end of the year.</p> <p>LD informed the meeting that legionella type 2 bacteria (not fatal) has been found at Bridge House. A CDU has been introduced and remedial – action is being taken.</p>	

Author	Diane Adams	Classification	official	Date of First Issue	10 Feb 2016
Owner	Tony Gilling	Issue Status	Final	Doc Number:	Page 2 of 3

		Action
	<p><b>Trading Company</b></p> <p>MG outlined the need to recruit a development manager to support the setting up of the trading company. The post will be for one year fixed term and would be ideal for a secondment.</p>	
<b>9.</b>	<b>Minutes of Meeting 27 January 2016</b>	
	<p>TS raised concerns that the day after the last TU meeting, his members were unaware of the date for a meeting to discuss the budget situation. This put him in a difficult situation with his members.</p> <p>PC raised concerns that there were still problems with regard to team meetings and working times in the Customer Gateway hub. TG replied that as these were operational issues they should be dealt with through the local line management processes in the first instance.</p>	
<b>10.</b>	<b>Any Other Business</b>	
	<b>None.</b>	
	<b>Next meeting</b> – Wednesday 24 February 2016 10.00 am – 11.30 am, Tony Gilling's office	

Author	Diane Adams	Classification	official	Date of First Issue	10 Feb 2016
Owner	Tony Gilling	Issue Status	Final	Doc Number:	Page 3 of 3