

**Enfield 2017 Trade Union meeting
Wednesday, 13 April 2016 10.30am
Decision Notes and Actions Arising**

Attendees LBE

Tony Gilling
Sally McTernan
James Carrick
Nadine Clark (note taker)
HR: Sally Kanabar-Wilson
Vanessa Tanner, Lynda Wreyford

Trade Unions

Paul Bishop (Unison)
Christine Sesstein (Unison)
Terry Smith (Unite)
Anna Woodcock (GMB)
Rob Freeth (GMB)

Apologies

Mark Stone
Richard Owen (GMB)
Tracey Adnan (Unison)

		OWNER
	TG welcomed everyone to the first meeting of the new financial year.	
1	Exchequer Hub - Sally Kanabar-Wilson and Vanessa Tanner presented	
	<p>A moderation meeting was completed on 31 March. Two staff have been displaced and have attended individual redundancy consultation meetings. All other staff have obtained jobs in the restructure. Nine staff secured higher grades posts and four staff accepted lower graded posts.</p> <p>Vacancies</p> <ul style="list-style-type: none"> • 2 x scale 4 Exchequer Assistant • 1 x scale 5 Exchequer Income Officer • 1 x scale 6 Exchequer Officer • 1 x MM1 Exchequer Manager Pension <p>Four scale 4 Secure Collection Service staff have been identified as part of the affected population and it was thought would TUPE across. However, it has become clear that 2 staff are fully assigned to car parking meters and 2 primarily engaged in collections around the Council and schools, which is now winding down. Two staff fully assigned to car parking meters are to TUPE across and two staff primarily engaged on collections are potentially at risk of redundancy and will be having options meetings with HR this week.</p> <p>Two Social Care Debt Recovery scale 6 posts and a SO1 Senior Exchequer Officer post are transferring over to the Assessment Hub.</p> <p>The new Exchequer Hub took effect from 11 April. (SKW & VT left the meeting)</p>	
2	Website update	
	Item deferred to 20 April 2016 meeting. Joint presentation by Mark Stone and Tim Kidd.	TG / NC
3	Directorate Restructures	
	<p>Schools and Children's Services Report by Eve Stickler, Assistant Director, Strategic Commissioning.</p> <p>The report details changes to the job titles of the team undertaking strategic commissioning to develop service delivery work within SCS to better reflect and support the new Enfield 2017 arrangements to best effect. The proposed changes will be to two posts and the establishment of a third at the same level where an honorarium has been in place. The post of Contracts and Performance Manager should be deleted and replaced with the post of Service Development Manager.</p> <p>TG to circulate the report electronically. <i>Post meeting note: report circulated 13 April.</i></p>	TG
	HR	

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	<p>The HR Business Partner post temporarily filled in an acting up role will be deleted and the staff member will return to their substantive post. The post of a member of staff who retired last year has been deleted.</p> <p>L & D Three posts have been deleted - one member of staff now works for another authority, one retired and a third member of staff found employment outside of local government.</p>	
4	Procurement and Assessment Hub update - Lynda Wreyford	
	<p>The signing off for the joint service tender has been delayed but hopefully will be signed off in the near future. The original time table for implementation will also therefore be delayed.</p> <p>Heads of Service posts - the proposed three heads of service job descriptions have been evaluated and are HOS 1:-</p> <ul style="list-style-type: none"> • Head of People Market • Head of Corporate Resources Market • Head of Regeneration and Environment Market <p>The three heads of service will report to the overall service lead role which would be supplied by the successful bidder. Until the new partner is known, the posts at levels below the heads of service will not be finalised.</p> <p>PB advised that the trade unions had not been involved in the evaluation of the three posts.</p> <ul style="list-style-type: none"> • LW to send the JDs to the trade unions <p>The trade unions will revert at the next meeting with a view on whether the heads of service posts should be ring fenced in the first instance to staff within the affected population at PO1 and above or to PO2 and above.</p> <p>The TUs requested details of the affected population. The information to be presented in excel format.</p> <p>The appointment panel for heads of service posts has not yet been agreed. The trade unions requested assurance that Ernst & Young will not have any involvement in this panel. TG will respond on this at the next meeting. (LW left the meeting)</p>	<p>LW</p> <p>TUs</p> <p>NC</p> <p>TG</p>
5	Assessment Hub - Sally McTernan presented.	
	<p>Go live for all new IT products is on 22 April with deployment to the public on 25 April.</p> <p>Staff and managers are moving into the stage of familiarization with the products, training to be undertaken and some business processes to be worked on with regards to the work flow. A couple of staff have had their notice periods extended into May.</p> <p>Council Housing CS raised her concern at the lack of top level staff with experience.</p> <p>Paul Davey is leaving and an interim management arrangement will be put in place.</p> <p>SMcT asked that the trade unions raise any concerns with her. (SMcT left the meeting)</p>	
6	Directorate Restructures	
	<p>Executive Support TG hopes to achieve the savings through voluntary redundancies and will report back at the next meeting..</p>	TG
7	Minutes of the last meeting 23 March 2016	

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	<ul style="list-style-type: none"> Public Health TG advised that a report looking at Public Health across the Council will be circulated to the trade unions in a few weeks time. Caretaking staff - weed spraying training CS advised that a meeting with Paul Davey is scheduled for 14 April. Tenancy Estate Management The proposed restructure report regarding Halls Officers has not been received by the trade unions. NC to follow up with Irene Papasavva. 	TG
8	Any other business	
	<ul style="list-style-type: none"> Restructure report Schools and Children's Service - presented by James Carrick <p>Secondary Behaviour Support Service (SBSS) JC provided the background to the proposed restructure which is to streamline the management of the service and at the same time reflect the cut of 7% implemented by the Schools Forum for the next financial year. There will be no redundancies as it is a restructure within the existing team and will provide promotion opportunities for the existing staff. The current and proposed restructures were discussed. The restructure will give the service a more coherent system of accountability and line management, and also take account of savings that have to be made.</p> <p>Once the JDs have been evaluated, consultation with staff will commence. TG confirmed that the restructure would be ring fenced to the team.</p> <p>Actions on JC:</p> <ul style="list-style-type: none"> to send the affected population list to the trade unions. inform the National Union of Teachers of the deletion of the two teacher posts. (JC left the meeting) <ul style="list-style-type: none"> Passenger Transport AW enquired whether the contract of the consultant has been extended. TG will check and report back to the trade unions. 	JC
		TG
11.40am finish		
	<p style="text-align: center;">Next meeting Wednesday, 20 April 2016 10.30am – 12.00noon 3rd floor meeting room</p>	

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