

**Enfield 2017 Trade Union meeting
Wednesday, 7 September 2016 10.30am
Decision Notes and Actions Arising**

Attendees	LBE Tony Gilling Paul Kearsy HR: Irene Papasavva Michael Toyer Sarah Fryer Samantha Boyce Nigel Jakubowski Michael McDowell - item 6 Nadine Clark (note taker)	David Coventry Andy Higham Trade Unions Paul Bishop (Unison) Tracy Adnan (Unison) Terry Smith (Unite) Anna Woodcock (GMB) Rob Freeth (GMB)	Hassan Mehmet (GMB) Apologies Mark Holland (GMB) Christine Sesstein (Unison)
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1.	Restructure Report	
	<p>BED & Skills for Work Restructures - Michael Toyer presented MT provided a verbal briefing of the proposed restructure which is split into teams and functions.</p> <ul style="list-style-type: none"> • BED The restructure proposal is currently out for consultation, closing on 9 September. Currently there are four permanent staff and five staff on fixed term contracts. Some staff feedback has been received. • Skills for Work Hairdressing function Staff are now under notice. Last day of service - 4 staff 13 September, 1 member of staff 11 October and 1 member of staff 16 November. Work Experience team Options being considered include the transfer of staff to SCS. MT to inform staff that ultimately staff could transfer to ENSEN. Community Learning Central government funded with the majority of the delivery being school based. Five tutors and one coordinator role are in the affected population Study Programme An option being considered is a transfer to the schools. Further discussion on the provision is required. Apprenticeship Closing date for consultation is 23 September. Some staff feedback has been received. The proposal is for Enfield to cease delivering the support function. Whilst there are learners, the management and admin. function will continue. Working towards an implementation date of December. <p>IP advised three resignations have been received with staff having secured jobs outside of the organization.</p> <p>Ringfence - the TUs require further time to consider a decision regarding ringfence options. (MT left the meeting)</p>	MT
2.	Restructure - ICT	

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	<p>ICT - Rocco Labellarte presented</p> <p>RL provided a verbal update on the proposed IT restructure. He clarified that the IT budget has a shortfall, not due to any reduction in budget, rather solely from the numbers of staff, circa 170 permanent employees. The review will look at the whole IT operational structure. This does not include the project resources working to Paul Kearsley. RL sought and received agreement from the TUs to start a pre-consultation phase over the course of the next two weeks. He will engage senior IT managers to consider options on how to achieve the saving target. If they are able to provide those options, RL will aim to present a restructure proposal to this forum on 21 September.</p> <p>(RL left the meeting)</p>	RL / TG
3.	Restructure Report - Schools Personnel Team	
	<p>Schools Personnel Service (SPS) - Sarah Fryer presented</p> <p>SF circulated the proposed restructure report.</p> <p>As a result of the financial challenges that primary schools are increasingly facing, and the budget reductions they are making, the Schools' Personnel Service (SPS) needs to streamline the Primary Schools' Supply Pool (PSSP) in order to endeavour to deliver a sustainable supply pool in the coming years. The restructure report proposes the deletion of 1 x scale 4 Staffing Assistant post. Consultation will end 30 September.</p> <p>PB has a meeting with the affected member of staff today.</p> <p>(ST left the meeting)</p>	
4.	Restructure Report - Youth Offending	
	<p>Youth Offending Unit - Samantha Boyce presented</p> <p>SB circulated the proposed restructure report which would see the deletion of one YFSS You Positive Activities for Young People (PAYP) SO1 post currently vacant, and create one S02 YFSS YOU Client Risk and Vulnerability Triage Officer. The proposed restructure will allow the Court team to be more effective and efficient in managing risk and vulnerability.</p> <p>Ringfence - the SO2 post to go to redeployment first. SB to liaise with HR.</p> <p>Proposed restructure report to be circulated electronically to TUs.</p>	<p>SB</p> <p>SB / DA</p>
5.	Restructure Report - Street Scene Operations	
	<p>Street Scene Operations - David Coventry presented</p> <p>Michael McDowell attended</p> <p>The report set out a proposed management structure for Street Scene including operational staff reporting to the Section Manager Street Scene and Parks following an independent service review.</p> <p>The proposal follows implementation of revised working arrangements introduced in April 2016. It is proposed to reduce the number of Operations Managers by one PO1 post and reinvest this value into the service by creating two Senior Chargehands positions. One will be a new post and one by replacing a vacant scale 4 Chargehand post with a Senior Chargehand scale 6 post. The total cost of £40k will be offset by the reduction in PO1.</p> <p>Timeline</p> <p>Staff Consultation is due to end late September 2016 with a structure implementation date of 31st October 2016.</p>	

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	Report to be circulated electronically to the TUs. (DC & MMcD left the meeting)	DC / DA
6	Restructure Report - Building Control	
	Building Control - Andy Higham presented AH provided a copy of the restructure report to PB which proposes the creation of a Trainee Assistant Building Control Officer scale 6 post and the deletion of a PO1 post. This repeated a previous amendment to the BC structure which itself now needs to be changed from its initial fixed term to a permanent role consistent with the original status of the post. The TUs had no questions. (AH and IP left the meeting)	
7	Last minutes 24 August 2016	
	Data Reporting Hub TG to obtain an update on the restructure from Sam Buckley. NVQ Qualifications for Care Workers Proposed transfer of the NVQ centre to a new provider. TG to update the TUs. The last day of service for member of staff affected is end of November.	TG TG
8	Section 188	
	Section 188 TG circulated a Section 188 letter covering the period 1 September to 30 November 2016 which will also be sent electronically to the TUs.	TG
9	Any other business	
	Civic Centre reception PB commented on the large volume of people in the Civic Centre reception recently. PK explained that this was due to customers waiting until the last minute to resolve issues - parents wanting to challenge school allocation places and the issuance of council tax reminders. A review is underway to move face to face queries away from the Civic Centre to the library network and only handle complex enquiries at the Civic Centre, John Wilkes House and Edmonton Green. On-line changes are going live during September which will shift the focus away from face-to-face.	
	11.55am finish	
	Next meeting Wednesday, 21 September 2016 10.30am – 12.00noon Tony Gilling's office (5th flr)	

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