

Enfield 2017 Trade Union Consultation Meeting
Wednesday, 7 March 2018, 10.30am
Decision Notes and Actions Arising

Attendees	LBE	Trade Unions
	Tony Gilling	Anna Woodcock (GMB)
	Sarah Fryer	Matt Mills (GMB)
	Jon Sharkey	Terry Smith (Unite)
	Madeleine Forster	Paul Bishop (Unison)
	Judith Page	Veralyn Bent (Unison)
	Kathy Hall	Tracey Adnan (Unison)
	Note taker - Nadine Clark	Christine Sesstein (Unison)

		OWNER
1	Notes of previous meeting 21 February 2018	
	<p>Proposal to TUPE Swimming Instructors to Fusion Report to be circulated by Jan Hickman once financial implications are received: 7/3/18 update: response from Jack Hickman to be circulated. <i>Post meeting note: email circulated to the TUs 12 March.</i></p> <p>Cultural audit Feedback sessions being held at Morson Road today and tomorrow (10.30am 12.30pm and 2pm). TUs advised that the sessions have not been promoted as well as could be. Post meeting note; Flic Henry has arranged a visit to the Passenger Transport Service</p> <p>Cultural Change The first forum is being held at 2pm on 15 March, Conference Room and the three areas for discussion are:</p> <ul style="list-style-type: none"> • Behaviours • Appraisal process • Reward packages <ul style="list-style-type: none"> ○ TUs can send any suggestions TG. ○ A report with options will be presented to the Executive Management Board in May. <p>TUs felt that there is a lack of recognition of staff by managers. TG stated that the Culture Change Programme needs to be owned by everyone, it is not just a corporate initiative.</p> <p>Dying to Work Charter The signing ceremony is scheduled to take place on Tuesday, 13 March at 4pm in the Council Chamber.</p> <p>IWE</p> <ul style="list-style-type: none"> • TUPE transfer of Social Care Passenger Assistants No date has yet been given. A business case still needs to be agreed. AW will escalate with the Chief Executive. • IWE general update As there was nothing new to report in general terms, Marc Gadsby was not 	<p>TG / NC</p> <p>TG</p> <p>TUs</p> <p>ALL</p> <p>AW</p>

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	<p>invited to today's meeting.</p> <p>Pay Award JNC employers are awaiting until mid-March for the outcome of the TUs ballot before they make a pay offer.</p> <p>Income Maximising Officers, SO1 No response has been received from the service regarding staff concerns raised on changes to their job descriptions and duties. TG will ask Geoff Waterton to respond directly to the TUs. If the TUs fail to get an understanding or agreement, GW will be invited to attend this forum.</p>	
2	Schools Personnel Services	
	<p>Sarah Fryer attended</p> <p>SF gave a verbal update on the proposed restructure to the Schools Personnel Services (SPS) in order to make appropriate cost savings to allow SPS to remain competitive within the market, and recoup the recent loss of business.</p> <p>It is proposed to delete the Deputy Head of Service MM2 role. A voluntary redundancy situation would apply and the current post holder would leave on 31 August 2018 which is the end of the academic year.</p> <p>TUs agreed with the above approach.</p> <p>SF to circulate the report to the TUs. <i>Post meeting note: report circulated 12 March 2018.</i> (SF left the meeting)</p>	SF / NC
3	Refuse Team Pool of Peripatetic Loaders and Drivers	
	<p>Jon Sharkey attended</p> <p>During the recent adverse weather conditions the Council's Waste Service Team maintained service delivery. The forum felt that a message acknowledging and thanking staff for their hard work should be communicated via the plasma screens. JS to also to liaise with the Communications Team with regards to this being a good news story.</p> <p>Refuse Team Pool of Peripatetic Loaders and Drivers The Council's Waste Service Team is situated within Operational Services and undertakes waste collection services for the residents and commercial properties located in the London Borough of Enfield. To cover staff absences short-term workers agency workers are engaged to ensure the smooth delivery of services. In line with the current policy of reducing agency worker numbers, the proposed restructure report proposes the creation of 10 permanent posts:</p> <ul style="list-style-type: none"> • 4 Waste Service Drivers • 6 Waste Service Loaders <p>Timeline to start the recruitment campaign – as soon as possible.</p> <p>TUs agreed with the above approach.</p> <p>JS to circulate the report to the TUs. <i>Post meeting note: report circulated 12 March 2018.</i> (JS left the meeting)</p>	<p>JS</p> <p>JS / NC</p>
4	AVC Wise Overview	

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	<p>The two AVC Wise overview documents were noted.</p> <p>Under the Local Pension Scheme (LPGS), employees may opt to make Additional Voluntary Contributions (AVCs) and in accordance with the terms of the LGPS, an employer can also contribute to the employee's AVC arrangement. This is known as a shared cost AVC arrangement (SCAVC). Enfield Council is able to provide two AVC facilities to LGPS members:</p> <ul style="list-style-type: none"> • A standard AVC that provides tax relief. • A new facility called AVC Wise that provides tax relief and national insurance savings. The new facility has been introduced with effect from 1 May 2018. <p>Car parking salary sacrifice</p> <p>PB advised that members have raised their concern to the changes to the car parking salary sacrifice scheme. TG informed the TUs to make representation and TG would take the matter to the Executive Management Board.</p>	TUs
5	Update Property Services Phase 2	
	<p>Madeleine Forster and Judith Page attended</p> <p>A verbal briefing was given as the report is still to be finalised. Three meetings have been held with managers to obtain a consensus for the restructure and Job descriptions (JDs) still need to be written.</p> <p>It was agreed that:</p> <ul style="list-style-type: none"> • the principles are presented to this forum on 21 March. • the full report presented to this forum on 4 April. • due to the Easter holidays, and to ensure meaningful staff consultation, the formal consultation period will be 16 April through to 15 May. <p>The TUs emphasised the need to ensure that staff are communicated the timeline and kept regularly informed on progress of the process. Feedback to the TUs from staff is that the weekly newsletters are not very informative and managers are not cascading information to staff. MF advised that she will circulate an email this afternoon to staff advising of the time table agreed today.</p> <p>TG to send meetings invites to MF and JP for the meetings of 21 March and 4 April. (MF & JP left the meeting). (TS left the meeting)</p>	<p>MF / JP MF / JP</p> <p>MF</p> <p>TG</p>
6	Confidential item - Organisation Review	
	<p>TG will circulate the proposed structure to the TUs after Friday, 9 March which is the start of formal consultation which will end on 8 April 2018. TG provided a verbal briefing on the proposed model.</p> <p>For further discussion at the next meeting.</p>	<p>TG</p> <p>TG</p>
7	Governor Support Services	
	<p>Kathy Hall attended</p> <p>KH referred to the circulated proposed restructure report. A restructure of the Early Years (EY) and School Standards & Support (SSS) services is being carried out to ensure a greater consistency in approach for schools and PVI</p>	

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	<p>settings by starting to align the two service areas. This proposed restructure forms part of a phased approach, which is in line with the Council's medium term financial plan. This is Phase 2 of the restructure and deals only with Governor Support Services. Implementation of the new structure is end of July 2018.</p> <p>Enfield currently delivers its Governor Support Service to sixty-four schools against a Service Level Agreement (SLA). Enfield operates on a full cost recovery basis and is finding it difficult to financially sustain current arrangements. Options are being considered to ensure that the LA can continue to fulfil its statutory obligations whilst recovering its costs. The report sets out full details of the model being proposed which sees:</p> <p>Deletion of</p> <ul style="list-style-type: none"> • GSS Service Manager, MM1 • 3 x Governance Advisors x 3 SO1 <p>Creation of</p> <ul style="list-style-type: none"> • 2 x Governance Advisors and Quality Control Officers, PO1 <p>Pool of Casual Clerks</p> <p>The current pool of casual clerks will continue and may be increased dependent on need. Clerks to be paid a flat rate of £220 per meeting. Next year a review will be undertaken to consider the possibility of offering casual clerks an annualised hours contract.</p> <p>The TUs agreed for the proposed approach, although some reservation was expressed by the TUs who acknowledged however there is a need to move forward and to test whether the service is viable and can compete in the market. This model is an interim measure in order to ensure viability of this service for the immediate future. (KH left the meeting)</p>	
1pm meeting end		
	<p>Next meeting Wednesday, 21 March 2018 10.30am – 12 noon Tony Gilling's office, 5th flr</p> <p>Apologies - Terry Smith, Unite</p>	

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