

**Enfield 2017 Trade Union Consultation Meeting**  
**Wednesday, 4 April 10.30am**  
**Decision Notes and Actions Arising**

<b>Attendees</b>	<b>LBE</b> Tony Gilling Shaun Rogan Oluyemisi Morgan-Raiwe Judith page Note taker - Nadine Clark	<b>Trade Unions</b> Anna Woodcock (GMB) Matt Mills (GMB) Paul Bishop (Unison) Christine Sesstein (Unison) Terry Smith (Unite)	<b>Apologies</b> Tracey Adnan (Unison)
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		<b>OWNER</b>
<b>1</b>	<b>Mystery Shopping Exercise</b>	
	<p>Shaun Rogan presented</p> <p>SR circulated two background documents at the meeting regarding a Mystery Shopping programme and the commissioning of a partner organisation to deliver the work for Enfield. Enfield is seeking an independent expert partner to support strategic objectives to improve our understanding of customer experience and improve the customer experience for those contacting the local authority. The agreed work programme would commence in June 2018.</p> <p>SR confirmed that this is not a tool to be used for disciplinary purposes but a tool to listen to feedback from customers. If the programme highlights pressures within the organisation, then these issues would be for further review by the appropriate manager.</p> <p>The Mystery Shopping Exercise is not a piece of work in isolation - there is a resident survey later in the year and a further strand looking at field work at customer points.</p> <p>RS requested the TUs to forward any feedback to him.</p> <p>RS will return to this forum with an update is ready.</p> <p>(SR left the meeting)</p>	<p>TUs</p> <p>TG / SR</p>
<b>2</b>	<b>Organisation Review</b>	
	<p>The formal consultation period closes on Sunday, 8th April. TG will report back to the TUs at the EMT/Chief Executive meeting on 10th April and will meet the directors and assistant directors on 13th April with a proposal.</p> <p>A report will be prepared following the meeting of the 13th which will be circulated to the TUs. The restructure is a phased approach with an aim to be place 1st April 2019.</p>	TG
<b>3</b>	<b>Cultural Audit</b>	
	TG will provide an update to the TUs at EMT/Chief Executive meeting on 10th April.	TG
<b>4</b>	<b>Departmental awards</b>	
	TG will provide an update to the TUs at Chief Executive meeting on 10th April.	TG
<b>5</b>	<b>Culture Matters bulletins</b>	

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	The TUs confirmed that they are not on the email distribution for the Culture Matters bulletin. TG will speak to Deanna Hobday to include TUs in the distribution list.	TG
<b>6</b>	<b>EMT/Chief Executive meeting, 10th April</b>	
	<p>The Agenda is currently:</p> <ul style="list-style-type: none"> <li>• Organisation Review</li> <li>• Cultural Audit</li> <li>• New appraisal process</li> <li>• Departmental awards</li> </ul> <p>TUs to forward their agenda items to TG.</p>	TUs
<b>7</b>	<b>Regeneration &amp; Planning 9/4</b>	
	<p>Oluyemisi Morgan-Raiwe presented</p> <p>The proposed restructure report is Part 2 which covers the Development Management and Strategic Planning &amp; Design. Consideration of the consultation responses and Executive Management Board to the draft report resulted in the merging of Development Management and Strategic Planning &amp; Design into one service under one head of service.</p> <p>The confirmation of 20% Planning Fees uplift by the government effective from January will allow the recruitment of additional planning resources. It is proposed to create an additional 6 posts to serve the Planning Decisions team. These would comprise 2 x MM1 and 2 x Trainee Planning Officer in a 'grow your own' initiative using the Apprenticeship Levy and the retention of the Tree officer post and Heritage Officer post. In conjunction with Planning Policy and Regeneration, an additional resource of Programme Officer will be created.</p> <p>Report to be circulated electronically to the TUs. <i>Post meeting note: report circulated 4th April.</i></p> <p>It will be a challenge to recruit to the new roles as salaries at Enfield are not competitive. OMR will prepare clear market supplement information. (OMR left the meeting)</p>	NC
<b>8</b>	<b>Change to the April schedule of meetings</b>	
	<p>It was agreed to:</p> <ul style="list-style-type: none"> <li>• cancel the 18th April meeting.</li> <li>• schedule a new meeting on 25th April chaired by Julie Mimmagh.</li> </ul> <p>The programme of scheduled meetings will resume on 2nd May with JM chairing. TG anticipates being back at work to chair the meeting on 16th May.</p>	TG TG
<b>9</b>	<b>Notes of the previous meeting 21 March</b>	
	<p><b>Proposal to create 7 Social Work Assistant posts</b> Item deferred to the meeting of 25<sup>th</sup> April.</p> <p><b>IWE</b> <b>TUPE transfer of Social Care Passenger Assistants</b> The report call in period is completed. AW to seek confirmation of time line in terms of transferring the staff to IWE.</p> <p><b>Pay Award</b></p>	TG  AW

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	<p>London employers are hoping to meet on 24<sup>th</sup> April to agree the application of the national to London Councils pay rates.</p> <p><b>Civic Centre 2<sup>nd</sup> floor refurbishment</b> TG confirmed that a final decision on the refurbishment of the 2nd floor has not yet been taken.</p> <p><b>Refuse Team Pool of Peripatetic Loaders and Drivers</b> It was agreed that a pragmatic approach is required to avoid the need to hold another round of interviews.</p>	
<b>10</b>	<b>Property Services Phase 2</b>	
	<p>Judith Page presented</p> <p>The circulated report sets out Phase 2 of a structured response to the range of challenges facing Council Housing Property Services. The proposed structure was reviewed and background information verbally provided by JP. An assimilation process has been applied where possible and the new structure aims to keep compulsory redundancies to a minimum.</p> <p>The job descriptions and gradings will be available for the start of formal consultation on 17<sup>th</sup> April.</p> <p>The TUs were disappointed that the proposed structure charts presented at the meeting did not provide details of the affected population. JP agreed to provide this to the TUs as well as details of where assimilation has been applied.</p> <p>An invitation to the staff consultation meeting on 17<sup>th</sup> April will be sent to the TUs. (JP left the meeting</p>	<p>JP</p> <p>JP</p>
	meeting end 12.10pm	
	<p style="text-align: center;"><b>Next meeting</b> <b>Wednesday, 25 April 2018 10.30am – 12 noon</b> <b>Tony Gilling's office, 5<sup>th</sup> flr</b></p>	

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