

Enfield 2017 Trade Union Consultation Meeting
Wednesday, 11 July 2018, 10.30am
Decision Notes and Actions Arising

Attendees	LBE Tony Gilling Keezia Obi Russell Hart John Knight Maria Anastasi Vicky Tozer Nadine Clark – note	Trade Unions Anna Woodcock (GMB) Veralyn Bent (Unison) Paul Bishop (Unison) Christine Sesstein (Unison) Matt Mills (GMB) Michael McDowall (GMB)	Apologies Terry Smith (Unite) Tracey Adnan (Unison)
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		OWNER
1	Transformation restructure	
	<p>Keezia Obi presented</p> <p>Transformation Team Support Officer posts KO referred to the circulated proposed restructure report covering the creation of 2 x scale 6 Support Officer posts based in the Transformation Team, within the Resources Directorate, on a fixed term secondment for up to 6 to 9 months to assist with data cleansing in LiquidLogic and manual data load of records into the ContrOCC test and live system. Funding for these posts will be by Children’s Social Services on an invest to save basis.</p> <p>The TUs agreed with the above approach.</p> <p>Transformation Team Community Assets Development Manager KO referred to the circulated proposed restructure report covering the creation of a Community Assets Development Manager based in Adult Social Care, with a matrix management reporting line to the HHASC Transformation Programme Manager. The role is anticipated to be evaluated at MM1. The role will be a 1-year fixed term secondment.</p> <p>The TUs agreed with the above approach. (KO left the meeting)</p>	
2	HGV Drivers	
	<p>Russell Hart attended</p> <p>Medical report fee AW raised an issue concerning a member who is experiencing a delay in receiving reimbursement of a medical report fee. RH will ask Jon Sharkey to explain the process to Monica Tyson.</p> <p>Vehicle and Drivers Policy regarding the Safe Use of Motor Vehicles on Council Business MM advised that PTS had failed a recent audit inspection because the policy was not in place. An agreed policy needs to be in place before the next audit which is scheduled in 30 days.</p> <p>TUs to provide written comments on the policy to TG for the next meeting so</p>	RH

	The TUs need to consider the restructure report and will provide feedback to JN. JN to send the report to the TUs today. <i>Post meeting note: restructure report emailed to TUs 11 July.</i>	JN
4	Creation of a part-time LADO role and an apprentice	
	<p>Maria Anastasi presented</p> <p>The current contract with St Christopher's to deliver the statutory debriefing interviews for children returning from a missing episode has been extended to September 2018 to enable a new way of working to be established.</p> <p>Following a review of the existing service it was agreed that a differently configured service delivered in-house would be more effective and efficient in safeguarding looked after children and young people and children in need. The proposed restructure would see the de-commissioning of the current service (St Christopher's) and the creation of a part-time LADO role graded at MM2. The report also proposes the additional support of an apprentice to team. The creation of the LADO role would enable the IROs to conduct debriefing interviews as they would no longer undertake LADO duties</p> <p>The TUs were in agreement with the above approach. MA to circulate the restructure report to the TUs. <i>Post meeting note: restructure report emailed to the TUs 11 July 2018.</i></p> <p>MA to liaise with her HR advisor regarding advertising the LADO role.</p>	MA
5	Early Help Hub	
	<p>Maria Anastasi presented</p> <p>MA referred to the circulated proposed restructure report. The Care Act 2014 brings increased duty and power to local authorities in terms of identifying, assessing and supporting carers. The proposed restructure report makes recommendations on how the authority can best meet the duties under the Care Act 2014 and the Children and Families Act 2014, to identify and support young carers/young adult carers, which came into force in April 2015. The report recommends the creation of a .5 FTE Scale 6 Young Carers Assessor within the Early Help Hub. The service is currently delivered through spot purchasing by the commissioned provider for Young Carer's Support Services, DAZU.</p> <p>The TUs were in agreement with the above approach. (MA left the meeting)</p>	
6	Foster Carer's Leave Policy	
	<p>Vicky Tozer attended</p> <p>The draft Foster Carers Leave Policy document informed at the meeting is to enhance the employee offer currently going through consultation.</p> <p>The policy is currently just for fostering within the borough of Enfield. VT sought the view of the TUs on whether the policy is to apply irrespective of where the employee lives and should it be afforded to placements with private companies.</p> <p>PB commented that this should be seen as an employee's right no matter where</p>	

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	<p>they reside. TG gave the employer's view that the policy costs the council money to fund.</p> <p>TG advised that the report would need to be agreed by the Remuneration Committee. Julie Mimmagh will send the report to the TUs as soon as possible for their review and comment. (VT left the meeting)</p>	Julie Mimmagh / TG
7	Premature Babies Policy	
	<p>The report going to the Remuneration Committee on 23 July enhances the offer to staff who have a premature baby. TG informed at the meeting that the principles are being brought today and for further discussion at the meeting of 25 July.</p> <p>TG to circulate the report to the TUs for their review. Comments to be sent to TG.</p>	TG / TUs
8	Culture Change	
	<p>TG advised that a lot of senior staff have undertaken back to floor visits.</p> <p>TG is scheduled to join the Waverly School route run and is also meeting with social workers. TG will be meeting with staff at John Wilkes House on 1 August to discuss the culture change programme and he is also planning to visit Morson Road office towards the end of September.</p> <p>HR is currently redesigning the four behaviours posters for display in council buildings and which will also be displayed via the plasma screens.</p> <p>Training – TG referred to a team building session with Council Housing on 10th July. This type of training needs to be offered to all levels of staff.</p> <p>TG requested the TUs to flag up to him any red or green behaviours they become aware of.</p>	TUs
9	HR Procedures Focus Groups	
	<p>HR Procedures Focus Groups will be held over the next few weeks. HR policies should be enabling and HR should be delivering an enabling service for managers.</p> <p>TG agreed to convene a separate focus group meeting with the TUs.</p>	TG
10	Safe and Connected	
	<p>The report to transfer the function to the IWE is not yet finalised as Resources and the IWE have still to agree the income target. Once the report is agreed it will be tabled at this forum for discussion.</p>	TG
11	Notes of previous meeting, 27 June 2018	
	<ul style="list-style-type: none"> Library Service - Proposal to issue volunteers who run the community supported libraries with keys to enable them to lock and unlock the premises. <p>TG reiterated that the proposal presented by Lee Shelsher is solely about locking and unlocking the community supported libraries. The matter will be discussed at a future meeting.</p>	TG

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	<ul style="list-style-type: none"> • Housing Gateway Ltd Board Members Details of the Board Members have not yet been received. NC to follow up with Catherine Carlton. <i>Post meeting note: information emailed to the TUs 16 July 2018.</i> • Short terms HR Resource Report circulated to the TUs on 10 July 2018. • Morson Road restructure AW advised that good feedback from staff had been received from the first consultation meeting, however job descriptions have still not been provided. 	NC
12	Any other business	
	<ul style="list-style-type: none"> • CS raised an issue concerning a potential 'back door' recruitment. TG will speak to Irene Pappasava on the matter. <p>Post Meeting Note; The individual concerned has not been recruited to a position, they are remaining as an agency worker.</p>	TG
meeting end 12.30pm		
Next meeting Wednesday, 25th July 2018, 10.30am 4.1 4th flr		

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