

**Enfield 2017 Trade Union meeting
Wednesday, 8 June 2016 10.30am
Decision Notes and Actions Arising**

Attendees LBE

Tony Gilling
Sarah Fryer
Jenny Tosh
Katie Rose
Nadine Clark (note taker)
HR:
Flora Stevens, Olga Drovandi
Sally Kanabar-Wilson

Trade Unions

Paul Bishop (Unison)
Christine Sesstein (Unison)
Anna Woodcock (GMB)
Terry Smith (Unite)
Tracey Adnan (Unison)

Apologies

Paul Kearsley
Mark Holland
Rob Freeth

| | | OWNER |
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| 1. | Restructure Report | |
| | <p>Katie Rose presented</p> <p>Change & Challenge Teams KR presented a verbal overview of the proposed restructure which will see the creation of a Triage Officer Post graded at SO1. The role involves coordinating cases in which case workers are not directly involved in. Approximately 35/40% of the role will involve administration tasks. The post is funded by the DCLG.</p> <p>The trade unions agreed to the proposed restructure and for the role to go to redeployment. TG to ensure a coordinated approach and dovetailed with other on-going restructures.</p> <p>TG advised that authorization from the Agency Review Board is required. (CS arrived to the meeting)</p> | TG |
| 2. | Update on the Academy Strategy | |
| | <p>Sarah Fryer presented</p> <p>JT, FS and OD joined the meeting</p> <p>SF provided a verbal update on the current activity of her work with schools towards achieving a creative solution. Some schools may want to look at other alternatives, but this has been the case for many years, yet SPS has continued to work successfully with our schools. The trade unions and HR will continue to work together, as this is the most productive way forwards, whilst being mindful that we do have to satisfy our respective customers.</p> | |
| 3. | Ensen | |
| | <p>Jenny Tosh presented</p> <p>Ensen is the medieval term for Enfield.</p> <p>JT provided a verbal update. A Cabinet report on different models for service delivery ensuring we are doing what is right for the residents and children of Enfield is currently being written for the July Cabinet.</p> <p>An option of local authority staff setting up their own academy trusts is also being explored.</p> <p>At this first phase there are no HR implications – it is only to start the process for a new model for service delivery. An informal staff meeting was held earlier in the year at which a draft briefing paper was circulated to staff. JT is seeking to retain the skills and expertise of Enfield staff.</p> | |

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| | <p>Actions on JT</p> <ul style="list-style-type: none"> • Circulate the Cabinet report to the trade unions. • Brief the local teacher union representatives. <p>(SF, JT, FS, OD left the meeting)</p> | JT |
| 4. | Minutes of the last meeting 18 May 2016 | |
| | <p>Enfield Public Health There is potential movement within the Public Health function. When this is complete a restructure will be implemented around the remaining staff.</p> <p>Youth Offending Unit (YOU), Parent Support Unit (PSU) and Teenage Pregnancy Unit (TPU) The three restructure reports presented by Paul Sutton have not yet been circulated to the TUs. TG to follow up with PS.</p> <p>Procurement and Commissioning Hub The trade unions confirmed that affected population information has now been received.</p> <p>The tender process will be completed end August and the restructure will not start until the new partner is in place.</p> <p>The trade unions advised that staff would benefit from a further briefing session by James Rolfe to allay their concerns, provide status update etc. TG will liaise with JR.</p> <p>Executive Support Restructure A reduction of 2.2 fte has been achieved through voluntary means.</p> <p>LATC Marc Gadsby's response to be forwarded to the trade unions.</p> <p>Skills for Work Services - Hair Education and Training Services (HEAT)</p> <p>TG stated that there was a potential option for Barnet College to take over the HEAT function as an alternative to redundancy</p> <p>(TS left the meeting)</p> | <p>TG</p> <p>TG</p> <p>TG</p> <p>TG</p> <p>MG</p> <p>TG</p> |
| 5. | Secure Collection Service (Exchequer) | |
| | <p>Sally Kanabar-Wilson presented</p> <ul style="list-style-type: none"> • 4 staff undertaking cash collection from kiosks etc. for Council and for Schools and emptying car parking meters. • 2 staff primarily engaged in cash collection for Council / Schools. Contract for service for Schools has now ended and requirement for Council cash collection is diminishing. One employee has not applied for other roles and is leaving the Council on 30 June. One has been redeployed. • Car parking meter collection to be outsourced – Exchequer Hub restructure report refers – from 1/7/2016 - or later date may be necessary. • 2 staff primarily engaged in car parking meter collections would TUPE across to a new provider. • To date two bids received – one is based in Enfield and the other Acton (depot may be based in Brentford). | |

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| | <ul style="list-style-type: none"> Once contract is awarded HR (Vanessa Tanner) will pursue measures information. Any ramifications (e.g. concerning pension or workplace) will be considered and discussed with staff concerned (SKW left the meeting) | |
| 6. | Any other business | |
| | Paul Kearsy, Assistant Director Transformation, will attend future meetings. PK was unable to attend today's meeting due to a prior commitment with a local authority that is interested in learning more about Enfield's digital innovation. | |
| | 12noon finish | |
| | Next meeting Wednesday, 29th June 2016 10.30am – 12.00noon | |

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