

	<p>stability and a sustainable structure is required.</p> <p>The TUs noted the current organisational structure and the proposed new structure. In line with current principles, the proposed structure will reduce reliance on agency staff with an emphasis on posts being filled by permanent staff. There will, however, still be a need to engage agency staff for large projects.</p> <p>The TUs gave their agreement for BS to prepare a restructure report.</p> <p>BS will return to this forum in the New Year once the restructure report is ready. (BS left the meeting)</p>	BS
4	Member Support Officer restructure	
	<p>Kathy Constantinou presented</p> <p>The proposed restructure is necessary as administrative assistance is required in this department which currently only has one member in the team. Historically this post sat in Democratic Services and was assisted by the whole team as and when needed. With the local elections taking place in May 2018, there is not enough support within this department to fulfil the duties that will be expected. The current Member Support Officer is also responsible for the Deputy Mayor's engagements and events. The restructure report proposes:</p> <ul style="list-style-type: none"> • Create a new post for a full time Member Support Supervisor who will also act as the Assistant to the Director of Law & Governance 3 days a week (SO1 subject to job evaluation). • Create a new post for a Member Support Assistant (Scale 5 subject to job evaluation) 3 days a week to assist the Member Support Supervisor. • Delete the current Member Support Officer role (Scale 6). <p>The proposed deletion of the Scale 6 Member & Mayoral Support Assistant role will place the postholder at risk of redundancy. However, the proposed new role of Member Support Supervisor provides a ring-fenced redeployment opportunity for which the postholder can apply.</p> <p>Timeline - implementation of the new structure is required as soon as possible.</p> <p>The trade unions gave their agreement to the above approach. (KC left the meeting)</p>	
5	Creation of a Programme Stream Lead role	
	<p>Keezia Obi presented (dialled in)</p> <p>KO gave a verbal brief on the creation of a role to support business areas and increase capacity for the development of the customer experience strategy and define project work and start delivery. The new Programme Stream Lead (MM1) role is a 1 year position providing a redeployment or secondment opportunity in Transformation within Place and Enabling.</p> <p>The trade unions were in agreement for the recruitment process to commence.</p>	

Author	Nadine Clark	Classification	official all staff	Date of First Issue	13 Dec 2017
Owner	Tony Gilling		Draft	Doc Number: v2	Page 2 of 3

6	Notes of the previous meeting, 29 November 2017	
	Agreed. No actions outstanding	
7	Any other business	
	<p>Refuse team recruitment</p> <ul style="list-style-type: none"> The 27 newly recruited loaders and drivers started this week. Unison expressed their concern at the length of time the recruitment process had taken. <p>Chief Executive meetings</p> <ul style="list-style-type: none"> GMB requested clarification on the schedule of meetings. TG confirmed that the intention is to hold the meetings every three months <p>27 December 2017 meeting Agreed to cancel.</p> <p>10 January 2018 meeting Apologies from TS.</p>	
	11.50am meeting end	
	<p>Next meeting Wednesday, 10 January 2018 10.30am – 12 noon Tony Gilling's office, 5th flr</p>	

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