

Trade Union Consultation Meeting

Wednesday, 04 January 2023, 10.30am, Microsoft Teams

Decision Notes and Actions Arising

Attendees LBE

Julie Mimmagh, Chair
Shemelia Lewis, Note Taker
Tinu Olowe

Presenting Officers:

Kieran Murphy
Martin Sanders

Trade Unions

Paul Bishop (Unison)
Anna Woodcock (GMB)
Tracy Adnan (Unison)
Christine Sesstein (Unison)
Denise Handscomb-Teagle (GMB)

Apologies

Nick Long (Unite)

		OWNER																																			
1.	Digital Services restructure																																				
	<p><i>Kieran Murphy and Martin Sanders presented</i></p> <p>Following from previous Trade union consultation meeting, DS have returned with their proposal now that other Trade unions are present to agree or object this proposal. Below is the proposal notes from the last meeting.</p> <p>Digital Services response to the Budget Challenge in November 2022 to reduce overheads by 5%, 10% or 15%.</p> <p>Following a review of the current structure, the Head of Service Management and Governance, Head of Strategic Projects and Portfolio and Head of Operations have identified posts within the current structure that can be removed from the existing Digital Services structure to provide savings.</p> <p>The criteria is based on whether removing the post will impact on statutory delivery of services, deliver the same service with less or if the reason for the post is no longer needed due to changing the way we intend to work.</p> <p>The proposal is as follows by Service Area:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Service</th> <th>Post</th> <th>Grade</th> <th>Salary + Overheads</th> <th>Impact</th> <th>SAP Post Numbers</th> <th>Propose</th> </tr> </thead> <tbody> <tr> <td>Operations</td> <td>Incident Manager</td> <td>MM1</td> <td style="text-align: right;">£67,277</td> <td>1 post holder at risk</td> <td>50124843</td> <td>Delete</td> </tr> <tr> <td>Operations</td> <td>Problem Manager</td> <td>MM1</td> <td style="text-align: right;">£67,277</td> <td>1 post holder at risk</td> <td>50124845</td> <td>Delete</td> </tr> <tr> <td>SPP</td> <td>Lead SIM</td> <td>MM1</td> <td style="text-align: right;">£67,277</td> <td>1 post holder at risk</td> <td>50124846</td> <td>Delete</td> </tr> <tr> <td>SPP</td> <td>SIM x 1</td> <td>MM1</td> <td style="text-align: right;">£67,277</td> <td>1 vacant post</td> <td>50102733</td> <td>Delete</td> </tr> </tbody> </table>	Service	Post	Grade	Salary + Overheads	Impact	SAP Post Numbers	Propose	Operations	Incident Manager	MM1	£67,277	1 post holder at risk	50124843	Delete	Operations	Problem Manager	MM1	£67,277	1 post holder at risk	50124845	Delete	SPP	Lead SIM	MM1	£67,277	1 post holder at risk	50124846	Delete	SPP	SIM x 1	MM1	£67,277	1 vacant post	50102733	Delete	
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SPP	SIM x 3	MM1	£67,277 x 3	3 existing post holders put at risk	50102750 50102753 50102752	Delete
SPP	Senior Strategic Programme Manager	MM2	£74,414	Vacant Post	50126245	Delete
SPP	Senior Project Manager	MM2	£83,367	Vacant Post	50126246	Delete
SMG	Contracts Manager	MM1	£59,787	Vacant Post	50119493	Delete
SMG	Supplier Manager	MM1	£59,787	Vacant Post	50102737	Delete
SMG	Digital Inclusion Officer	PO1	£38,385	1 existing post holder put at risk	50128794	Delete
Security	Head of Technical Security	HOS1	£71,238	Vacant Post	50127062	Delete
Total Cost of Deleted Posts			£857,917			
Operations	Incident and Problem Manager	MM1	£67,277	Ring Fence to Incident Manager and Problem Manager		Create
SPP	Lead Business Systems Change Manager	MM1	£67,277	Assimilation of Lead SIM		Create
SPP	Business Systems Change Manager	MM1	£67,277	Competitive Assimilation of 3 x SIMs at risk		Create
Total Cost of Created Posts			£201,831			
Saving (deleted less created)			£656,086			
<p>JM advised that if the service starts the wider consultation, they will need to inform the individual who is currently off sick, so they are informed and have the option to engage in the consultation. KM responded that the service will be doing this and have already been giving the individual support while they have been off sick.</p>						

	<p>PB asked if any of the people at risk are looking to retire? KM responded he is not aware of any potential retirements. MS added that 2 of the affected people are over 55 but have not expressed that they want to retire.</p> <p>TA asked how does the service propose meeting the needs of staff that require further accessibility if the role of the digital inclusion and accessibility post is at risk? MS responded that this role was an addition to the work that service was already providing. When the post was created, it was aimed for it to be self-funding, but the service hasn't managed to achieve this. In the restructure it will specify how the service may change using digital tools that are already in place which will effectively let people use these tools themselves. This is to ensure the service does not have digital tools that will need training to use them and to create autonomy.</p> <p>CS asked when will the service start the consultation with the staff? KM responded on the 6th January. TA asked if the consultation will be virtual or face-to-face? KM responded wherever possible the consultation will be face-to-face. For the individual who is currently off sick, the option of either virtual or in person will be made available to them.</p> <p>Actions: Inform trade union colleagues of the location, date and time of all consultation meetings so they can attend to support of their members.</p> <p>TU's had no objection to proceeding</p>	
2.	Notes of previous meeting, 21st December 2022	
	<ul style="list-style-type: none"> • JM to update TU staff on Absence and Attendance policy regarding stage one review. • Meridian water restructure proposal has been moved to the next TU consultation meeting • Agreed Christmas 2023 paydy to be on 21st December 2023. 	<p>JM</p> <p>JM</p>
3.	Any other business	
	<p>CS asked What happens in case of a fire as there hasn't been a fire practice or seen any fire wardens. JM responded that the fire tests are usually at 9am on Mondays. Middle managers and above will be trained as fire wardens so there will be cover in the building. There are already people trained, including FM staff. Plans to make sure that there are always people in office who are trained fire wardens are underway and this will be done through training more staff.</p>	
	<p>Next meeting</p> <p>Wednesday, 18th January 2023 10.30am</p> <p>Microsoft Teams meeting</p>	