

Trade Union Consultation Meeting

Wednesday, 19 January 2022, 10.30am, Microsoft Teams

Decision Notes and Actions Arising

Attendees LBE	Trade Unions	Apologies
Julie Mimmagh, Chair	Christine Sesstein (Unison)	Terry Smith (Unite)
Iona MacKinnon, Note taker	Paul Bishop (Unison)	Nadine Clark
Presenting Officers: Tinu Olowe Sally Sanders	Denise Handscomb-Teagle Anna Woodcock (GMB) Tracey Adnan (Unison) Krissy O'Hagan (GMB)	

		OWNER
1	People Experience Team Restructure	
	<p><i>Tinu Olowe presented</i></p> <p>TO explained that this restructure is connected to the savings identified as part of the medium-term financial plan. Savings will be achieved through a combination of the corporate training budget, staff network budget and staffing budget within the Employee Experience team.</p> <p>So far from the training budget, they have been able to find £80k. TO is confident that they will still be able to deliver key learning and development activities in-person and virtual. The current budget for the staff network groups is £72k but this hasn't always been spent in the last 2/3 financial years. There has been benchmarking against other local authorities, for example, Leeds have a budget of £10k for their 6 network groups and this has been working well for them. So, going forward the staff network groups will have to work more collaboratively together as the budget will be reduced to £22k across all 6 groups. The network groups may also have to seek other funding for events through sponsorship.</p> <p>Currently, within the Employee Experience Team, there are 7.5 FTE's, the proposal is to reduce this to 5.7 FTE's. There will be potentially two posts impacted, the PO1 Diversity and Inclusion Consultant and SO2 Learning and Development Partner. The team are aware that this is coming but do not know details as of yet, but the consultation with the team will be starting next week (w/c 24th January).</p> <p>PB asked why these two roles, in particular the Diversity and Inclusion, is being deleted. TO explained that the new structure hasn't been fully embedded, and the idea was to have business partners looking after each of the 4 directorates. So, to enable savings, they will be reverting back to the Learning and Development Consultants covering generic</p>	

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	<p>areas. The Diversity Inclusion work and activities will be spread throughout the Employee Experience team and the wider HR team. So, all of this knowledge and expertise will no longer be put into one person.</p> <p>JM explained that within the Employee Experience team there would be a competitive assimilation process for the remaining SO2 posts. TO explained that with the roles remaining, staff will be asked to put in an expression of interest. In total there will be 4 people affected by this restructure and individuals will be placed onto redeployment. There will be vacancies within JM's team which will open up opportunities for these individuals to apply for if they have the skillsets required.</p> <p>KO asked how they decided to delete the Diversity Inclusion consultant over the other roles in the team. TO explained that there is key work being done around diversity and inclusion, for example, Fairer Enfield, but a number of those activities will be implemented by April of this year. Although all of this work is ongoing, the bulk of the creation has been completed. TO added that it's not that EDI is being abandoned as EDI is part of everyone's responsibilities, there will just no longer be one person dedicated to EDI, it will be spread across the HR team.</p> <p>There were no objections to proceeding</p>	
2	Financial Assessment Service	
	<p><i>Sally Sanders presented</i></p> <p>SS explained that capacity within the service needs to expand due to the increasing workload as a result of the pandemic. Staff are also having to work overtime due to the pressure to achieve deadlines and cope with the work demands. Many people in post are also nearing the potential retirement age and so SS is keen to start planning and recruiting into the service. The proposal is to create nine scale 5/6 roles and begin training individuals up within the various teams (Council Tax Review Team, Adult Social Care and Benefits and Welfare Team) to have the necessary skills and knowledge and bring more capacity into the service.</p> <p>There are not many applicants who would have the necessary skills and knowledge for the scale 6 roles, hence why SS would like to create progression grades. SS is keen to increase capacity now due to having available covid funding. Creating these nine roles would also allow SS to cut back on the Civica on-demand processing service and cut back on staff working extra overtime.</p> <p>PB asked whether there is something in place that decides how people will move up from the Scale 5 to the Scale 6 role. SS has a plan of what the Scale 5 duties will be and what the progression of that training will be and would have everything to back up why someone isn't successful in progressing if they are challenged. SS also added that they have learnt from the previous progression grades that were once in the service, and the teams are much more open and transparent now.</p> <p>CS asked whether the Scale 5's already in the service will have the opportunity to progress. SS explained that they will have this opportunity to apply for this progression role.</p>	

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	<p>SS explained that they still have generic scale 5 and 6 JD's within the service. So, JM suggested that SS should look at a career progression JD so that it is clear as the current Scale 5's may assume they are automatically on the new progression roles. KO added that it will be useful to see the JD created for this progression role and explained that it will be important for SS to speak with the current scale 5's so that they understand the process and to see if any are interested in this opportunity.</p> <p>TU's asked for the revised JD's to be shared prior to progressing</p>	
4	Notes of previous meeting, 8 December 2021	
	<ul style="list-style-type: none"> • Interim announcement that GP's will not issue medical certificates for the first 28 days – JM confirmed the COVID FAQ's have been updated to reflect this temporary change. • CS raised concerns regarding the time taken to conclude a grievance in Housing. JM discussed this separately with CS and this has now progressed. 	
5	Any other business	
	<p>KO asked how staff are feeling about returning to offices. JM explained that the council will continue to follow the government guidance, but that staff will also continue to be supported to work from home unless they need to be in the office. The councils Gold and Silver groups are meeting weekly to review guidance.</p>	
	<p style="text-align: center;">Next meeting</p> <p style="text-align: center;">Wednesday, 2 February 2022 10.30am</p> <p style="text-align: center;">Microsoft Teams meeting</p>	

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