

Trade Union Consultation Meeting
Wednesday, 22 June 2022, 10.30am, Microsoft Teams
Decision Notes and Actions Arising

Attendees LBE

Ferah Mustafa, Chair
 Iona MacKinnon, Note taker
 Presenting Officers:
 Doug Wilkinson
 Nnenna Uru-Eke
 James Wheeler
 Clare Redrupp/ Olga Philbrook
 Adam Stephenson

Trade Unions

Paul Bishop (Unison)
 Anna Woodcock (GMB)
 Krissy O'Hagan (GMB)

Apologies

Terry Smith (Unite)
 Nadine Clark
 Tracy Adnan (Unison)
 Julie Mimmagh, Chair
 Christine Sesstein (Unison)

		OWNER
1	Environment and Operations	
	<p><i>Doug Wilkinson presented</i></p> <p>DW sent out a document to TU colleagues, so no further questions were asked, and TU colleagues are happy for DW to progress with this restructure.</p> <p>TU's had no objections to proceeding</p>	
2	Housing Development Team Restructure	
	<p><i>Nnenna Urum-Eke presented</i></p> <p>This restructure focuses on increasing capacity and capability within the Housing Development Service in order to deliver the housing development programme objectives and targets.</p> <p>There is one person at risk from this restructure, NU has spoken with this individual.</p> <p>TU colleagues have requested this item returns to the next meeting to go over this restructure again. As an alternative FM suggested that TU's are given time to review the report and will go back to NU with any questions to assist Nnenna in providing the information they require.</p> <p>TU's to respond to NU with any additional questions and Nnenna to return to the next meeting.</p>	
3	Construction, Maintenance & Facilities Management	
	<p><i>James Wheeler presented</i></p>	

	<p>JW explained that due to the size of the Capital Programme increasing and a significant increase in construction projects, further resourcing is required.</p> <p>This restructure aims to create 4 new project manager posts. This will allow for every capital project to have an individual Project Manager who is accountable for it. There will be an increase of 3x Construction Project Manager MM2 posts and 1 x Lifecycle Project Manager MM1.</p> <p>TU members are happy for JW to progress.</p> <p>TU's had no objections to proceeding</p>	
4	Enhanced Sunday payment proposal	
	<p><i>Clare Redrupp/ Olga Philbrook presented</i></p> <p>This proposal relates to the Specialist Short Breaks and Family Support Team as its been established that these roles are eligible for enhanced Sunday payments. The service is looking to offer 3 years back payment to existing staff, anyone on maternity leave but would have been on rota to work, anyone off sick/ took a/l on a Sunday and staff who did work Sundays but are no longer in this role as they have moved to another position within the council.</p> <p>CR and OP are meeting with staff on the 4th July for a consultation at Cheviots. CR has already informed staff that this situation is being reviewed. TU colleagues are invited to join.</p> <p>There are currently 13 members of staff in this role and 2 currently within the council in different roles.</p> <p>OP and CR are meeting with payroll to ensure staff are paid at correct rates. Payroll has confirmed that any overtime has been paid at the correct rate.</p> <p>OP explained that the amount paid to each individual will vary as this depends on how any Sundays they work and how long they have worked in the role.</p> <p>CR will provide the list of affected staff to TU colleagues.</p> <p>TU's had no objections to proceeding</p>	
5	Market Management Restructure	
	<p><i>Adam Stephenson presented</i></p> <p>AS explained that the Market Management service sits within the Housing Advisory Service which was created in 2020 with the aim of improving customer services – creating a more person-centred approach and making services more personal, preventative and reducing the number of households in temporary accommodation. This restructure will increase the number of roles from 44 to 47.</p> <p>The proposal for the service is to move towards 4 specialist teams:</p> <ul style="list-style-type: none"> - Market Shaping Team - Housing Access Team - Housing Solutions Team - Private Housing Team <p>There will be 1 Head of Market Management HOS2 overseeing these four teams</p>	

Market Shaping Team:

- Market Shaping Manager x1 MM1

Under the market shaping team there will be the Housing Supply Team consisting of:

- Housing Supply Team Manager x1 PO2
- Housing Supply Officers x9 SO2
- Admin & Finance Officer x1 Sc6

There will also be the Housing Standards Team Consisting of:

- Housing Standards Team Manager x1 PO2
- Senior Housing Standards Officer x1 SO2
- Housing Standards Officers x5 SO2

The Market Shaping Manager will also line manage:

- Empty Homes Officers x2 PO1

Housing Access Team:

- Housing Access Team Manager X1 MM1
- Senior Housing Access Officers x2 SO2
- Housing Access Officers x6 SO1

Housing Solutions Team

- Housing Solutions Team Manager x1 MM1
- Housing Solutions Team Leader x1 PO2
- Housing Solutions Officers x8 SO2
- Housing Support Workers x2 Sc6

Private Housing Team

- Private Housing Team Manager x1 MM1
- Private Housing Officer Team Managers SO2 x5

There will be 4 posts that will be deleted due to this new restructure:

- Property Management Service Manager MM2
- Property Team Manager MM1
- Counter Fraud Investigator PO1
- Voids Co-ordinator Officer Scale 5

The report details what current posts will be assimilated to and ringfenced to in the new structure.

PB asked for further detail on what Capital Letters is. SA explained that 10 London boroughs, with funding from central government and the GLA, came together to form a

	<p>company called Capital Letters and this does procurement on behalf of the boroughs. Enfield joined Capital Letters a few years ago and so are members/ co-owner of the company. Local authorities have seconded their staff over as this brings benefit to their staff, for example, learning from best practice. The council currently pays Capital Letters £200k pa to provide 4 staff members, under the new structure 4 SO2 officers will be seconded over to Capital Letters which will save the Council money as these staff will be paid at SO2 level (the council will no longer be paying Capital Letters to hire interim staff) and this will also hopefully increase the supply of properties the Council is able to benefit from through Capital Letters</p> <p>Not all JD's have been evaluated and some need to still be finalised. FM explained that some grades are anticipated but haven't been evaluated and as part of the consultation with staff the JD's may change and be re-evaluated TU colleagues will be in a position to approve this restructure once they have received all finalised JD's and will be in contact with AS with any further questions or feedback they may have. (TU colleagues to hopefully approved this item by the middle of w/c 27th June)</p> <p>TU's to receive evaluated JD's and will provide comments by Wednesday, 29 June 2022</p>	
6	Notes of previous meeting, 8 June 2022	
	No outstanding actions	
7	Any other business	
	<p>Anna Woodcock raised the length of time a complaint/grievance had taken in Public Realm following a receipt of an outcome letter. FM advised that the specific details of this case should be discussed outside of this meeting.</p>	<p>Formatted: Font color: Auto</p>
	<p style="text-align: center;">Next meeting Wednesday, 6 July 2022 10.30am Microsoft Teams meeting</p>	