

## Harrow Council Transformation Trade Unions Forum LOG

ISSUES LOG						
ISSUE	DATE	BY WHOM	Comments	Responsible	ACTION	OUTCOME
1. Risk Logs	13/7/2010 (CF)	GM	Need further explanation of Better Together Would like to review risk log for Total Place	SW	Meeting with project Sponsor/Lead to be arranged.	Confirmed to TU on 22/6 that there is a review of the Better Together work-stream in light of LAA funding cuts. Risk log likely to change so agreed to await the outcome of the review. An updated risk log will be provided at the Forum on 10/9/2010 if available.
2. Engagement Principles	20/5/2010 13/7/2010 (CF)	LA	Principles agreed and working in practice	SW	Engagement flow chart to be presented for discussion at meeting on 25/5/2010. Chart provided and discussed again 22/6/2010.	Reviewed flow chart on 22/6. LA confirmed agreement in principle. Was advised that TU and leadership discussion on involvement were in train. 13/7 – principles signed-off at BDfR Forum on the principle that they are working processes subject to review. NFA
3. Change Management Strategy	20/5/2010 13/7/2010 (CF)	LA/GM	Style and content. Letter dated 28/5/2010 received 3/6/2010	SW	Meeting arranged for 25/5/2010 to discuss. Response sent 8/6/2010	Discussed at meeting 22/6. Unison accept strategy on the

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					Agreement sought at meeting on 22/6/2010.	understanding that it is a working document. GMB given until 2/7/2010 to respond. 12/7/2010. No response received from GMB. Email sent to GMB Branch Secretary and Regional Officer confirming intention to sign-off at meeting. 13/7 Strategy signed-off at BdR Forum on the principle that strategy is a working document and is subject to review. NFA
4. Information	21/6/2010  13/7//2010	GM	Requested consultant, agency and overtime costs.  13/7 Request for breakdown of consultant costs.	SW	This information will be co-ordinated for issue.  13/7 Agency and Overtime costs are pending.	BdR consultant cost for 09/10 is £328.5K PWC - £265k - Customer Contact, Mobile and Flexible Working, General Admin, Corporate Services, Libraries Taylor Haig - £15k - Future Operating Model Populus - £24k. Better Together

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	28/7/2010		FOI Request received - for the cost of consultants and advocacies.		Reply sent.....?	other - £24.5k - Place Shaping  Agency costs and overtime costs provided on 2/8/2010.
5. Learning Logs	21/6/2010	GM	Requested logs – details confirmed on 22/6 VR(VSS) Scheme – org review VR – Public Realm Harrow Project MMR ICIES	SW	TU advised that none of these projects are BTP.  Harrow project – more than 5 years ago – no records  ICIES project was cancelled. New project details to be requested from Directorate.	MMR scrutiny report available on intranet.  VSS lessons learned sent 24/6/2010.
	13/7/2010	LA	13/7 No record of VSS lessons learned			VSS resent 14/7/2010 and 20/7/2010.
6. Project Clarification	13/7/2010	GM	Definition of major projects to be provided	SW	3/8/2010 SW confirmed definition is set out in the project management toolkit – copy supplied to trade unions for ease of reference.	NFA
7. Early Engagement	15/7/2010 21/7/2010	GM	Streets Cleansing and SNT projects		<ul style="list-style-type: none"> <li>Issue BF to BdR agenda 26/7/2010 – BH confirmed</li> </ul>	<ul style="list-style-type: none"> <li>See of 26/7/2010 minutes for detail</li> </ul>

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	26/7/2010		Check minutes for street		<p>the following</p> <ul style="list-style-type: none"> <li>• Work on developing proposal continued during election period</li> <li>• Capita worked at risk.</li> <li>• Draft proposals have been presented at the earliest opportunity following political clearance</li> <li>• The engagement principles were signed- off on 13/7/2010 will apply to all BDfR projects with immediate effect – not retrospectively.</li> <li>• The 20 day consultation periods allows trade unions to consider, challenge, shape and influence proposals</li> <li>• Trade union feedback will be integrated into the production of the OBC/FBC.</li> <li>• We need to progress proposals in order to resolve 2010 budget issues</li> </ul>	
8. Lean Projects	13/7/2010	GM	Seeking commitment to no redundancies for those working on Lean projects	BH		

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9. Pensions	13/7/2010	GM	Pensions issues from earlier projects – GM to provide details to BDfR Forum	GM		
10. BDfR Project List	13/7/2010	GM	Requested summary of projects to include consultation start dates –	SW	Draft list provided on 4/8/2010– this list is already out of date; an updated list will be provided on 10/9/2010	
11. Issues arising from proposals under consultation e.g. Street, SNT, Libraries	TBC	TU	Emergency CJC requested by Trade Unions		Emergency CJC arranged for 2/8/2010	TU were reminded that emergent issues are the subject of the consultation process and their views should be feedback through the process. (JT)