

A&E Sub Committee
03rd March 2005, 1400-1600
Conference Room, HQ

MINUTES

Chair: Martin Flaherty	Director of Ambulance Services	HQ
	/Deputy Chief Ambulance Officer	
Present: John O'Grady	Senior Resourcing Manager	HQ
Eddie Brand	Staff Side Chair	Romford
David Lamey	Staff Side Rep (SW)	Croydon
Jez Walters	Staff Side Rep (SE)	Greenwich
Dave Smith	Staff Side Rep (NE)	Becontree
Barry Bowyer	Staff Side Rep (C)	Deptford
Gary Edwards	Staff Side Rep (W)	Isleworth
Peter Hanell	Staff Side Rep (NW)	Kenton
Scott Velleman (Minutes)	ASSD Supervisor	HQ

Action

06/05 **Apologies**
Philip Selwood
Ann Ball
Steve Sale
Jim Underdown
Andy Zucconi
Joe Easterbrook

07/05 **Previous Minutes**
The minutes from the meeting on 10th January 2005 were agreed with an amendment to p3, para 1 – LA52 to be changed to LA92.

08/05 **Matters Arising**

08.1 Transfer Register (13/04)

JO'G stated that the electronic version is still in development. JO'G agreed to send a photocopy example of the paper-based system to EB

JO'G

EB enquired who would be overseeing the new system.

JO'G replied that he would be overseeing it, but that it was still to be decided who would actually deal with the updating of the register.

08.2 Overtime on UCS (05/05)

JOG outlined the following arrangements which had been discussed / clarified at an earlier meeting.

Essentially there were three potential situations where A&E staff may work overtime on UCS vehicles

1. Someone volunteers to work only on an UCS vehicle and would be paid at the UCS rate.
2. Individual volunteers for A&E overtime but on the day are displaced and are offered

JW

UCS as an alternative, paid at their substantive A&E rate.

3. Individual volunteers for A&E overtime but there are no A&E shifts available and undertakes overtime on UCS vehicle – paid at substantive A&E rate.

08.3 Registration of Professional Clinical Staff (05/05)

JW stated that he was unsure what message this document was conveying as he understood it was written for another trust.

MF asked JW to email any questions to Ann Ball so that management could make clarifications before the next meeting.

08.4 Drug Packs and Overtime (03.4)

MF stated that this issue has not been resolved yet. He is concerned about costing and the fact that there are currently different arrangements across the Trust. MF continued that it was important to establish a Trust-wide procedure. He summed up that it would not be possible to agree anything today as the issue required more work.

MF

EB argued that he did not think this was an issue that would occur frequently.

MF

DS added that the introduction of Morphine would raise further questions.

MF concluded that he would discuss the matter of Morphine further with Dave Whitmore.

08.5 EMT1 & 2 First Responding (30/04)

EB stated that the policy states that an EMT2 will not be sent as a first responder.

MF undertook to examine the issue with Karl Mullis and Keith Jackson. He further suggested to convene a small sub group in association with staff side if indeed this proved to be a problem area.

09/05 Suspensions

EB felt that staff were being suspended too easily and that this seemed to be a growing trend.

MF did not agree with this point. He affirmed that suspension is not a punitive act and that it is not carried out unless there is no alternative. MF further stated that he was intent on keeping all suspension cases under careful review with Ann Ball.

GE stated that he welcomed the intention to review but was concerned that the whole process of suspension was too lengthy.

MF made clear that it was important for management and staff side to work together to make the process as efficient as possible and thus to ensure that affected staff are not suspended for any longer than necessary.

JW stated that he was often not sure why a decision had been taken to suspend someone.

MF replied that he could not discuss individual cases, but in general it would be related the criteria set out in the Trust's disciplinary procedure.

PH said that usually reports of intended investigations were received 1 week before the hearing. PH felt that if this was changed to 2 weeks it would help to speed up the whole process.

MF agreed saying that the policy stated a minimum lead time of 1 week, however he concurred that it would always be desirable to improve upon this wherever possible.

10/05 IAP

JW reported that he was being told that the IAP procedure was not being used consistently.

MF replied that it had been agreed to carry out a joint review of the procedure which hasn't started yet. He stated that it would be more appropriate to discuss the matter once the review had been completed.

11/05 Occupational Health

JW argued that recommendations made by Occupational Health were being acted on inconsistently by management.

MF replied that this issue should be dealt with on a local level first. He recommended that JW approach the pertinent AOM initially.

12/05 Sector Support Vehicles

JW enquired what progress had been made on this matter.

MF stated that budgets were still being set. He confirmed that no extra money is available and that currently some vehicles were being run unfunded. MF continued that in order to maintain financial balance he was asking AOMs to consider whether they should continue to run unfunded vehicles.

13/05 Any Other Business

Easter Bank Holidays

GE enquired if staff will be paid for working the bank holidays.

JO'G replied that as staff have not been assimilated onto Agenda for Change (AfC) yet, they will continue to be paid rostered shifts under Whitley Council conditions. This information will appear in the RIB next week.

Interim Payment Prior to AfC

GE enquired if there had been any further discussion on this subject.

MF replied that there had not.

**Date of next meeting: Thursday 28th April 2005
1400-1600
Conference room, HQ**

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