

**London Ambulance Service NHS Trust
A&E Sub Committee
14th September 2006, 1400-1600
Conference Room**

MINUTES

Chair: Russell Smith	Deputy Director Operations	HQ
Present: Eddie Brand	Staff Side Chair	Romford
Steve Sale	ACAO	HQ
Ian Todd	ADO – Urgent Care Service	HQ
Peter Hanell	Staff Side Rep (NW)	Kenton
Mark Lione	Staff Side Rep (EC)	City & Hackney
Joe Easterbrook	Staff Side Rep (EOC)	HQ
David Lamey	Staff Side Rep (SW)	Croydon
Mick Butler	Staff Side Rep (SE)	Barnehurst
Ann Ball	Deputy Director HR	HQ
Shani Phipps	Resource Centre Manager	Bromley
Dave Smith	Staff Side Rep (NE)	Becontree
In Attendance: Scott Velleman (Minutes)	ASSD Manager	HQ

Action

35/06 **Apologies**
Julie Cook
Gary Edwards
Barry Bowyer

36/06 **Previous Minutes – 26/07/2006**
Agreed

37/06 **Matters Arising**

37.01 EMT1&2 First Responding (30/04)
IT stated that he has not issued the protocol yet

The group discussed again some of the concerns raised by staff side.

RS asked IT to share the first draft with PH for staff side consideration, ensuring that it contains some guidance around crews not operating at a level beyond their training. RH also asked IT and PH to feedback at the next meeting, or to discuss with him outside of the meeting if the protocol became problematic.

**IT
PH**

IT added that he would also include details pertaining to clinical decision making and dynamic risk assessment.

37.02 Television on MDTs (04/06)

RS reported that the TV function was not operational in August as planned and apologised for this. RS explained that further problems with the software arose and that the television function would be working once final testing had been carried out.

37.03 New Relief Rota (05/06)

EB stated that the working group met yesterday and had proposed minor changes to the rota. They were also proposing that the time new staff spent on the rota be reduced to 12-14 months. EB also reported that some staff have said that they were shown the 'A' rota at their interview but had been placed onto the 'B' rota once their service commenced.

RS stated first that if this had happened then the affected staff will be put back onto the 'A' rota. He continued that more generally though he would be reluctant to reduce the time spent on the relief rota as it has helped so much with improving manning levels at weekends. RS added that he wanted to open up the core rota debate at some point as demand has changed considerably since the rota was first created.

37.04 PSU Review – Executive Summary (14/06)

EB stated that he has received the documents and that this matter can be removed from the agenda.

37.05 Home Responding Working Group (26/06)

This issue will be covered under item 38/06

37.06 Shift Changeover Times (27/06)

EB stated that local reps had been notified.

37.07 Standby Working Group (28/06)

RS stated that first meeting will be held next week and that feedback will be given at the next A&E Sub Committee.

RS

38/06 First Response Charity

RS updated that group that he has spoken to Scott Bateman and informed him that the LAS will not be taking up his offer at this time.

39/06 Establishment Position

RS reported that the Service is now only 88 people short of full establishment, which should be reached by November. The Service is in a difficult financial position due to near full staffing and the savings required of the Service this year. Consequently there will be a $\frac{2}{3}$ drop in overtime availability from next month. The remaining $\frac{1}{3}$ will need to be spent mainly on augmenting evening and weekend shifts. The main issue is to decide how to share available overtime amongst staff in a fair manner.

SS suggested it might be a good idea to look at using some kind of internal bank system. This is because if you had two stations (X and Y), X with high sickness absence and Y with low sickness absence, station X will require more overtime to cover shifts and therefore station Y would end up disadvantaged for having a good sickness absence level.

RS asked the group if they wanted to discuss this at local level.

The group agreed.

40/06 Rest Break Update

SS stated that the Service is currently failing to meet EU working time directives and the Agenda for Change agreement relating to working time. To solve this a Rest Break Working Group has been established and is formulating a statement of intent. The aim is to introduce a new agreement covering rest breaks by November, centred on the principle of uninterrupted rest breaks for all staff.

41/06 LAS Improvement Plan - Presentation

RS gave a presentation to the group on the LAS' new improvement plan. This included projects in EOC to add more dispatch desks and to better use IT to dispatch FRUs, as well as a restructure of the management of control and a reduction in calls classified as Red. Other projects included allowing staff to respond from home, adjusting changeover times, addressing extreme outliers on performance measures and reducing job cycle times.

RS said he would regularly update the group on progress on these projects.

42/06 Movement of Resource Centres

EB raised concerns about resource centres being relocated.

SP replied that no decisions have been made yet. Discussions are at the earliest stage and staff side will be invited to participate as the matter progresses.

43/06 Facility Time for Sector Reps

MB said that the constitution states that union representatives should be allowed time off from core duties in order to deal with associated duties, however this is not always being allowed by station management teams.

AB replied that Human Resources need to be informed when a person is elected to a representative position. Once notification has been given HR can make the necessary arrangements.

44/06 Working Week on Training Courses

PH described an issue where staff rostered to work three 12-hour days were on a mandatory training course Monday to Friday, 8 hours per day. PH asked why staff could not claim overtime for the extra two days they would be working.

RS and AB explained that when a member of staff is on a training course their core rota is suspended and therefore they would not be entitled to overtime payments in this situation.

PH then talked about difficulties some members of staff have when on a full time training course such as childcare issues. He stated that he would raise the suggestion of modular training courses with the A&E Training Sub Committee.

45/06 Diabetes Update

PH announced that the union case review has now been completed. The union's legal team have concluded that there is a case that could be taken forward to a tribunal. PH stated that the union would rather solve this matter internally and are holding the legal team back from issuing proceedings at present, in order to give the Service a chance to amend its policy on people with type 2 diabetes not being allowed to drive service vehicles on blue lights.

RS asked Staffside to formally submit their comments in writing so the LAS can respond.

**Date of next meeting: Thursday 02nd November 2006
1300-1600, Conference room, HQ**