

**Minutes of the Meeting of the
A&E Sub Committee
Held on 17th December 2002 at 14:00 hours
in the Conference Room, LASHQ**

Present: Ann Ball HR Manager, Sector Services- HQ
Gordon Ballard East Central Sector Rep – Newham
Eddie Brand Staff Side Chair – Romford
Gary Edwards West Sector Rep - Isleworth
Taff Imroth North West Sector Rep – Willesden
Dave Lamey South West Sector Rep – Croydon
John O'Grady Senior Resource Manager – Bromley
Fred Phillips Sector Controller – CAC
Phillip Selwood ACAO (Control Services) – HQ
Jez Walters South East Sector Rep - Greenwich
Andy Zuconni Central Sector Rep – Deptford

ACTION

22/02 Apologies for Absence

Apologies for Absence were received from Martin Flaherty - ACAO (Sector Services) and Steve Parker - NE Sector Representative.

23/02 Previous Minutes

The minutes of the previous meeting were agreed as a true record.

24/02 Matters Arising

24.1 Sector Reps

Philip Selwood agreed to find out the status of Reps receiving Trust mileage and mobile phones and would pass the information to Eddie Brand. PS

24.2 Membership of Sub Group

Phillip Selwood agreed to speak to Tony Crabtree regarding this issue. PS

24.3 Policy Manual

It was confirmed that the Policy and Procedure Manual is distributed by the Operational Standards Unit at Bow. Phillip Selwood agreed to PS

Speak to Martin Flaherty and if agreed, would authorise the OSU to distribute the Manual to all Sector Reps.

24.4 Vehicle Cleaning

Phillip Selwood agreed to speak to Mike Boyne regarding this issue. He reminded the group that a Station Officer's first priority is manning. Gordon Ballard stated that clear guidance/procedures on cleaning vehicles should be introduced and Eirian Imroth stated that this problem should be dealt with now, not later.

PS

25/02 Review of Implementation of Modernisation Agreements

25.1 Stand-by

Most Sector Representatives confirmed that there were no problems, with one exception - NW Sector are experiencing some problems, but it was felt that this was partly due to the shape of the Sector and a lack of staff.

Fred Phillips explained that it was difficult to use stand-by when all vehicles are being utilised as it means there are no vehicles available to place on stand-by.

Gary Edwards suggested that the trial was not fair because of this. Eirian Imroth considered that it would be hard to extend the hours of stand-by.

It was agreed that a Modernisation and Pay meeting should be arranged

25.2 Accommodation of TQATs

It was confirmed that this item was now a standing item on Sector agenda's and could be removed from this committee's agenda.

25.3 Utilisation of Single Crew Staff

It was confirmed that this item was now a standing item on Sector agenda's and could be removed from this committee's agenda.

26/02 Interim Annual Leave Arrangements

The Sector Reps gave their views on draft interim Annual Leave

arrangements. Most were concerned with the wording in the proposal and were concerned that there were not enough staff in post to allow all to receive their allocation of Annual Leave if the 10% ruling was brought in as suggested.

Andy Zucconi suggested that staff have the ability to 'sell' their bank holidays.

Phillip Selwood confirmed that there would be extra funding to increase the establishment in the next two years.

Fred Phillips stated that, to enable CAC staff to take their allotted annual leave, the % would have to be set at 12.5%, on full establishment.

Eirian Imroth suggested that not all areas had a problem and suggested that only the problem areas be reviewed.

John O'Grady agreed to review the information received and bring the information to the next meeting. JO'G

Andy Zucconi suggested that the Agenda for Change should be addressed first because this may change everything that is agreed.

It was confirmed that Tony Crabtree and Eric Roberts were discussing names for a group to the review a new Annual agreement in the new year. TC/ER

27/02 Transfer Register

It was agreed that a meeting with John O'Grady should take place to discuss and agree the terms of the Transfer Register. JO'G

28/02 Skill Mix

John O'Grady informed the group that 7 of the 8 paragraphs in the draft document had been agreed.

Phillip Selwood confirmed that there would be a Commanders group where this would be discussed in detail, but stated that if there was a crew of two QATs, one would have to agree to become a paramedic within a reasonable timeframe.

29/02 Dates of Meetings for 2003

30 th January	14:00 – 16:00	Conference Room LASHQ
27 th March	14:00 – 16:00	Conference Room, LASHQ
22 nd May	14:00 – 16:00	Conference Room, LASHQ
17 th July	14:00 – 16:00	Conference Room, LASHQ
18 th September	14:00 – 16:00	Conference Room, LASHQ
13 th November	14:00 – 16:00	Conference Room, LASHQ

30/02 Any other Business

Phillip Selwood passed on his thanks for the support of all staff over the November period for helping to achieve the 75% target and wished everyone a Merry Christmas and Happy New Year.

Date of Next Meeting: 30th January 2003, 14:00 – 16:00
Conference Room, LASHQ