

**MINUTES OF THE  
A&E SUB COMMITTEE MEETING  
HELD ON 20<sup>TH</sup> MAY 2004 AT 14:00-16:00 HRS  
IN CONFERENCE ROOM HQ**

Present:	J. Berry	ACAO	East
	A. Ball	HR Manager (Sector Services)	HQ
	D. Lamey	Staff Side Representative	Croydon
	D. Smith	Staff Side Representative (N/E)	Becontree
	E. Brand	Staff Side Chair	Romford
	J. Walters	Staff Side Representative (SE)	Greenwich
	A. Zucconi	Staff Side Representative (C)	Deptford
	R. Sydney	Staff Side Representative (EC)	Smithfield
	J. Underdown	Staff Side Representative (NW)	Barnet
	S. Sale	ACAO	CAC
	P. Selwood	DCAO	HQ
	J. O'Grady	Senior Resource Manager	HQ

**Action**

16/04     **Apologies for Absence**

Apologies for absence were received from Gary Edwards and Martin Flaherty.

17/04     **Minutes of Previous Meeting ((20 May 2004)**

The minutes were amended and agreed as a true record.

18/04     **Matters Arising:**

**18.1 Transfer Register (13.04)**

John O'Grady informed the group that work was still in progress and this is expected to be completed by 15<sup>th</sup> July.

**18.2 Procedure for overtime allocation (13/03)**

John O'Grady advised the group that there were slight difficulties in one sector with the overtime allocation and that a local resolution was necessary.

Jon Berry stated that if a seniority list was produced then it would be honoured.

John O'Grady advised that if written assurance is required this can be given by the Resource Centre.

JU stated that he was unsure of where the sector is on this issue.

David Lamey advised that he had no problem with overtime.

Philip Selwood stated that Eddie Brand will discuss this with colleagues outside the meeting. **EB**

### 18.3 A&E Operations Group (13/05)

Steve Sale informed the group that the A&E Operations Group met; the meeting was chaired by Mr Bradley. The minutes have been produced with bullet point summary. Steve Sale will send bullet points to Eddie Brand. **SS**

### 18.4 Membership of Sub Groups (13.9)

Ann Ball stated that she had forgotten to give Tony Crabtree the date of the meeting.

Eddie Brand wanted to know which groups were led by sectors and which were led by Unions.

Ann Ball agreed to give Eddie Brand a list of 10 meetings. **AB**

### 18.5 Portering in Hospitals (13/10)

Eddie Brand informed the group that an e-mail will be sent out.

Philip Selwood advised that the subject was raised with colleagues but there were no reports back. Philip Selwood also stated that this should go on agenda of PPG meeting and will report back on this in July. **PS**

### 18.6 Relocation Payments (13.11)

AB stated that she has spoken to HR Officers regarding this.

### 18.7 Drug Packs/overtime (13/12)

Steve Sale, Eddie Brand and Dave Smith met to discuss issue with drug packs.

Philip Selwood advised the group that the system should be working well.

Steve Sale advised that there is a major issue for crews over drugs packs. These should be put away securely before handover which involves extra time which should be claimed

in overtime.

Steve Sale asked for this item to be kept on agenda for July meeting.

Eddie Brand and Steve Sale agreed to speak outside the meeting and report back to the group in July.

**EB/SS**

#### 18.8 New Vehicles (15/04)

RS stated that 5 out of 7 new vehicles were received in EC and is now happy for this item to be removed from the agenda.

Eddie Brand stated that they were promised TVs in vehicles 1½ years ago. Philip Selwood was unsure of the position but would check this out and report back at the next meeting.

**PS**

#### 18.9 Make Ready

Philip Selwood advised that Mike Boyne will give a one page update for the next minutes.

Philip Selwood stated that Mike Boyne is currently in discussion with the suppliers. It was also stated that Make Ready will be rolled out in London in 2 years.

**MB**

#### Annual Leave

19/04

Eddie Brand stated that this is interpreted differently in each sector and staffs were having problems. He suggested a meeting with DRC Sectors would be useful to resolve issues surrounding annual leave.

John O'Grady thought this was a good idea and said he was not aware of some of the problems.

Steve Sale suggested that the CAC Manager and a staff side representative should also be included in the meeting. John O'Grady will arrange the meeting.

The Group was informed that John O'Grady had amended the document which will be passed to Eddie Brand to check the wording.

**JO'G**

#### Staffing Criteria For White Work Vehicles

Eddie Brand enquired about the criteria, he suggested the age of the individual plus the years of service.

20/04 Ann Ball stated that an individual cannot apply for White Work unless they are over 50 years of age.

Philip Selwood advised that this should be discussed outside of the meeting with the HR team.

John O'Grady advised that there are current vacancies that need to be filled.

It was agreed that Ann Ball, Philip Selwood and Eddie Brand would come up with a criteria with the minimum age being 50. It was also agreed that they would meet as soon as possible. **AB/PS/EB**

**Any Other Business**

Steve Sale advised that Essex Ambulance is issuing personal stab vests to crew staff. They are refusing to work without them.

21/04 Philip Selwood informed the group that a recent Panorama Programme highlighted that there was no training done for front line staff in major incidents. He stated that managers are trained for major incidents but crews have to deal with it every day. He also stated that the LAS do extensive training for CPRNs. Philip Selwood suggests giving some local briefings on major incidents.

Philip Selwood congratulated Jim Underdonn on taking up his new role and also welcomed Jez Walters back to the meeting.

**Date of Next Meeting: 8 September 2004  
14:00-16:00  
Conference Room**