

**Minutes of the Meeting of the
A&E Sub Committee
Held on 25th March 2004 at 14.00 hours
Conference Room, HQ**

Present:	C. Crothers	Paramedic	Bromley
	D. Lamey	Staff Side Representative	Croydon
	D. Smith	Staff Side Representative (NE)	Becontree
	E. Brand	Staff Side Chair	Romford
	A. Zucconi	Staff Side Representative (C)	Deptford
	E. Imroth	Staff Side Representative (NW)	Willesden
	R. Chow	Senior Representative	CAC
	R. Sydney	Staff Side Representative (EC)	Smithfield
	J. O'Grady	Senior Resource Manager	Bromley
	S. Sale	ACAO	CAC
	A. Ball	HR Manager (Sector Services)	HQ
	P. Selwood	DCAO	HQ

ACTION

11/04 Apologies for Absence

Apologies for absence were received from Jez Walters and Martin Flaherty.

12/04 Minutes of the Previous Meeting (22nd January 2004)

The minutes were agreed as a true record.

13/04 Matters Arising:

13.1 Sector Rep Facilities (03.1)

Ann Ball confirmed to the group the rates for calls that are made from the Service mobile phones.

It was agreed by the group that this item could now be taken off of the agenda.

13.2 Transfer Register (03.2)

John O'Grady advised the group that Eddie Brand had attended a meeting to clarify the process. He stated that the results would be posted on the network within the next few weeks.

It was also agreed that the new list would be used now and would be run by Samantha Jones at Ilford.

13.3 Procedure for Overtime Allocation

John O'Grady advised the group that the overtime allocation systems were experiencing a few problems on some of the complexes. He explained that local discussions were taking place to resolve these issues and the new systems would hopefully be implemented post March.

13.4 Relief Meeting – Flexible Rostering – Update

John O'Grady informed the group that he had received 15 replies. He advised that they were hoping to implement the new shifts system early April.

Andy Zucconi raised if the terms and conditions would be different than the normal guidelines. John O'Grady advised that the only difference would be the roster.

13.5 Commanders Minutes

Steve Sale notified the group that the name for the group had changed. There would now be two groups; the ACAO Forum, to discuss operational issues and A&E Operations Group, which was chaired by Peter Bradley and attended by Martin Flaherty, Philip Selwood and Mike Boyne.

Steve Sale advised the group that the A&E Operations Group have already had a meeting. He will confirm to the group, which set of minutes or bullet points would be sent out on a regular basis. **SS**

13.6 Bank Holiday – Time in Lieu

Ann Ball advised the group that the approach would be to allow staff who already takes time off in lieu for B/Hs worked to continue until Agenda for Change comes into practice. No new employees would not be allowed to do so

13.7 Annual Leave Agreement

Eddie Brand showed the group a copy of the email he had forwarded to John O'Grady.

John O’Grady agreed to the changes highlighted in the email.

It was agreed that the Twilight shifts should have the balance changed to 60-40%. John O’Grady agreed that the re-wording of the early and night finishing should be made more specific.

13.8 Payment/time in Lieu for enforced overtime

Ann Ball advised the group that a very old agreement did stand regarding time in lieu and this was still the practice on some Sectors/Complexes; that there had been an agreement some time ago for this practice to end and the situation be “frozen” – with no new members of staff being allowed this facility. It was proposed and agreed that this would now be implemented and as of now that new people who join the Service do not accrue it. When Agenda for Change comes into force a Service wide system will be put into place

AB/AZ

Andy Zucconi stated that one sector had stopped all its members of staff doing this. Ann Ball agreed to talk to Andy Zucconi regarding this out side of the meeting.

13.9 Membership of sub-groups

Ann Ball advised the group that there had been little movement on this. Ann Ball stated that if the situation had not be resolved by the time of the next meeting she would ask TC to attend the next meeting to update.

AB

13.10 Portering in Hospitals

Ann Ball informed the group that Martin Flaherty has suggested that all AOM’s take this issue up with the appropriate manager of the hospitals.

Philip Selwood enquired if there were certain hospitals where this was happening. Andy Zucconi suggested a few that had portering problems but stated that the problem was growing all the time.

Ann Ball stated that this was a local problem and needs to be sorted out by the local AOM, who needs to have face-to-face contact with the hospitals.

Philip Selwood agreed that he would send an email for AOM's informing them that this was an agenda item to be brought up at their sector meetings. **PS**

13.11 Relocation Payments

Ann Ball informed the group that a direct entrant (qualified person) would be paid a disturbance allowance of £2,000 would be paid. In addition on the submission of receipts up to a further £4,000 would be paid towards buying a property (removal expenses); if any expenses are occurred from the withdrawal from a rental contract up to £2,000 would be paid. The Service would require the individual to remain with us for 2 years; if not they would have to repay the Service the full amount paid.

Andy Zucconni stated that this needed to be made clearer to the staff receiving the payments. Ann Ball agreed to clarify the position on sectors **AB**

13.12 Drug Packs

Steve Sale informed the group that he had spoken to Eleanor O'Hare and it would cost between £980,000 and £1 million per year to pay for the extra overtime. Steve Sale advised the group that the Service would not be able to afford this amount of money at present time. Steve Sale and Eddie Brand agreed to discuss this outside of the meeting. **SS/EB**

14/04 Overtime

John O'Grady advised the group that overtime has been available freely without restrictions presently, but may not be available in the next financial year.

Philip Selwood stated that we have to return to the traditional levels of overtime. He advised that core vehicles will continue to be covered. The position will be kept under constant review and if overtime levels exceed available funding, some further action may be necessary.

Steve Sale informed the group that the performance for Category A calls was 80% for the month and 75% for the year. He passed on Philip Selwoods and Martin Flaherty's thanks to all crews for their hard work.

15/04 Any Other Business

New Vehicles

The group was asked when they expected to receive the new vehicles in East Central. Philip Selwood agreed to put a note in the minutes.

PS

John O'Grady advised that he was aware that Paul Ward was expecting delivery of one vehicle on 25th March and Mike Boyne had agreed to follow this through. It was agreed that an update on this from Mike Boyne would be appreciated.

MB

Make Ready

Taff Imroth asked on the progress of the make ready scheme.

Philip Selwood advised that the tender process was going through at present. It was agreed that a note on the current situation from Mike Boyne would be attached with the minutes.

MB

Date of Next Meeting: 20th May 2004

14:00-16.00, Conference Room HQ