

**Minutes of the Meeting of the  
A&E Sub Committee  
Held on 30<sup>th</sup> January 2003  
At 14:00 hours in the Conference Room, LASHQ**

**Present:** A Ball - HR Manager (Sector Services), Waterloo HQ  
E Brand - Staff Side Chair, Romford  
G Edwards - Staff Side Representative (W), Isleworth  
M Flaherty - ACAO (Sector Services), Waterloo HQ  
E Imroth - Staff Side Representative (NW), Willesden  
D Lamey - Staff Side Representative (SW), Croydon  
J O'Grady – Senior Resources Manager, Bromley  
D Smith - Staff Side Representative (NE), Becontree  
J Walters - Staff Side Representative (SE), Greenwich  
A Zucconi - Staff Side Representative (C), Deptford

**ACTION**

**01/03 Apologies for Absence**

Apologies for Absence were received from S Parker (D Smith deputising) and G Ballard.

**02/03 Minutes of the Previous Meeting (17<sup>th</sup> December 2002)**

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

**03/03 Matters Arising**

3.1 Sector Reps

Martin Flaherty confirmed that the issue regarding facilities for Sector Reps had to be resolved and that a discussion would have to take place with Tony Crabtree, Eddie Brand and Eric Roberts.

Eddie Brand enquired if Sector Reps could claim Trust mileage until the issue had been resolved. Martin Flaherty agreed to inform Eddie Brand at a later date.

MF

3.2 Membership of Sub Groups

Martin Flaherty confirmed that the membership was still under review by Tony Crabtree.

### 3.3 Vehicle Cleaning

Eddie Brand expressed concern about the cleanliness of vehicles.

Martin Flaherty confirmed that the Make Ready trial would commence shortly and that a lot would be learnt from the trial. He stated that Station Officers should make local arrangements for cleaning vehicles whilst the trial takes place. Issues should be resolved locally and brought back to the A&E Sub Committee if resolutions could not be made.

#### **04/03 Stand-by**

It was agreed that John O'Grady and Eddie Brand would meet after the meeting and write a joint statement for urgent distribution.

JO'G/  
EB

#### **05/03 Interim Annual Leave Arrangements**

Martin Flaherty confirmed that a group would be arranged to discuss the new annual leave arrangements. It was therefore agreed not to continue with efforts to agree interim arrangements.

#### **06/03 Transfer Register**

John O'Grady stated that the transfer register would give more enhanced opportunities to staff. Comments from Staff Side had been taken into account and would be distributed to them for further comment. Upon completion of the final document, it will be introduced. It was agreed that a local representative and manager would meet to review the existing arrangements and assimilate the old register into the new arrangements.

John O'Grady confirmed that Commanders were pleased with the progress of this issue and were happy that there was now one Service-wide register.

It was agreed that John O'Grady and Eddie Brand would meet to finalise the document and write a one page briefing on how the new procedure would be implemented.

JO'G/  
EB

**07/03 Skill Mix**

It was agreed that this issue should be implemented with immediate effect. Local meetings would be arranged to discuss how this would be implemented and incorporated.

This item would remain a standing item on the agenda until all implementation issues had been addressed/resolved.

**08/03 Any Other Business**

Policy Manual

Martin Flaherty agreed to speak to Joan Russell and arrange for distribution to Sector Reps MF

Statutory Days

Martin Flaherty introduced a proposal that the two extra statutory days be moved to the Friday before Christmas Day and Christmas Eve. He confirmed that this would be raised at the Pay and Modernisation Meeting and would inform the group of the outcome at the next meeting. MF

Lieu Days

Martin Flaherty confirmed that the Service were willing to buy lieu days from staff for the next 12 months, but would have to be completed by 31<sup>st</sup> March 2003, and would not be an option in future. If staff were interested, they should approach their Station Officer.

**Date of Next Meeting: 27<sup>th</sup> March 2003, 14:00 - 16:00  
Conference Room, LASHQ**