

PTS Sub Committee
08th April 2007, 1400-1600
1st Floor Conference Room, HQ

MINUTES

Nic Daw	Head of PTS (Chair)	Pocock Street
John Comerford	Regional Operations Manager	Pocock Street
Mo Akbar	Staff Side Rep – GMB	Whipps Cross
Eddie Brand	Staff side Chair	Romford
Scott Velleman (minutes)		HQ, Waterloo

Action

08/07 **Apologies**

Apologies were received from Gary Bowyer.

09/07 **Previous Minutes – 11th January 2007**

Agreed

10/07 **Matters Arising**

10.01 Bus Lane Driving (19/06)

ND reported that he hasn't issued a bulletin on this matter yet and that he will add it to other items on a future bulletin.

11/07 **Contracts (Standing Item)**

ND stated that the picture hasn't changed much. PTS are still £689k overspent against the budget set at the start of the financial year. A report will be given to the Trust Board that in real terms PTS will break even this year.

Activity is still down however 3rd party usage has gone and overtime spending has been reduced. Competition in the marketplace is fierce and ND expects all contracts to ask either for a price reduction, or the contract will be put out for a re-tender.

Kings College have taken their PTS business in-house without going out to tender. The LAS still holds the night business.

12/07 **Tenders (Standing Item)**

JC gave an update on current tender submissions.

Notification from North Middlesex should come next Wednesday. Homerton, Newham and Camden have not decided yet. UCLH and Hillingdon should notify us next Wednesday. A bid has been

Tenders (Standing Item) (continued)

submitted for Queen Elizabeth. Kingston is re-tendering after 3 years. The Royal Free is still to send out its tender documents. Finally, Mayday and Darent Valley are both re-tendering.

13/07 Rest Breaks/Meal Subsistence Payments

ND stated that there was a Joint Secretaries meeting last week and a decision has been taken as to when subsistence payments will be made. Essentially PTS will follow the ruling in the Agenda for Change guidance, i.e. if a person is away from base by more than 5 miles for over 5 hours and incurs financial loss then they will be entitled to a subsistence payment.

ND will ask staff to consider a period from 11/12/06 onwards and notify their managers which payments they wish to claim that meet the conditions outlined above.

ND added that as of 01/04/07 staff will be required to submit receipts with any claims for payment.

14/07 Single Manning Policy

ND distributed amendments to the Single Manning Policy and asked for Staff Side agreement.

MA raised a question over LDV suitability for single manning usage and stated that he was waiting for documents which supported a view that they are not suitable.

EB agreed with ND and MA that if the said documents were not forthcoming within seven days then the policy would be agreed with an addition telling vehicle users to refer to vehicle operating instructions.

15/07 PTS Reorganisation

ND reported that Central Services will cease to operate as of 01/04/07. All staff that were working for them will transfer to A&E Support. This means that cluster planning will now need to be enforced even more rigorously. There is a meeting of senior PTS management next week to develop strategy on this.

Annualised hours contracts will be set up and PTS will move away from fixed rotas. Management will be working with Staff Side to achieve this.

**16/07 Consultation Process &
17/07 PTS Stewards Meetings**

ND said that he had a conversation with John Lewis regarding union reps having meetings prior to each PTS Sub Committee to discuss items to be brought forward. He asked for Staff Side's

opinion on this.

EB recommended ND speak to Tony Crabtree as the general constitution is currently under discussion, however he agreed the idea had merit.

18/07 Any Other Business

Multi-Skilled Staff

MA asked if staff that are multi-skilled could be recognised as such and have this reflected in their pay.

ND clarified that MA was referring to the Ambulance Person and Crew Team Leader Roles and therefore as they were both band 3 then there would be no extra money.

Date of next meeting: 03rd May 2007, 1400-1600
Pocock Street