

London Ambulance Service NHS Trust

**Minutes of the Meeting of the
STAFF COUNCIL
Held on 12th January 2007
1100-1330 in the Conference Room, HQ**

<u>Chair:</u>	Eddie Brand – Staff Side Chair	Romford
	Caron Hitchen – Director of Human Resources	HQ
	Eric Roberts – Unison Branch Secretary	HQ
	Tony Crabtree – Head of Employee Services	HQ
	Steve Sale – ACAO	HQ
	Joe Easterbrook (Unison)	EOC, HQ
	Pete Hannell (Unison)	Kenton
	Mark Lione (Unison)	Homerton
	Pat Osliff (Unison)	Willesden
	Gary Edwards (Unison)	Isleworth
	Darren Jobson (Unison)	Newham
	Phil Thompson – Trade Union Side Secretary (Unison)	
	Bob Buck (Amicus)	Whipps Cross
	David Lamey (Unison)	Croydon
	Barry Bowyer (GMB)	Deptford
	Nic Daw – Head of PTS	Pocock Street
In attendance	Scott Velleman (minutes), ASSD Manager	HQ
	Andrew Buchanan	HQ

ACTION

01/07 Apologies for Absence

Martin Flaherty

02/07 Minutes of the Previous Meetings – 20th July 2006 & 27/10/06

Agreed.

03/07 Matters Arising

03.01 Insulin Dependent Diabetics (25/06)

TC discussed the grievance that has been raised by the group of diabetic staff currently disallowed from blue light driving. He confirmed that the process of the grievance has been put on hold whilst specialist consultation for each individual is arranged.

PH welcomed the reply from the Service sent to the affected staff on 27/12/06. He asked how long it would be before assessments could be made by the consultant diabetologist.

TC replied that he did not have that information at present, but that there would be a framework for progress in place by the time of the next Staff Council in February.

03.02 Managing Attendance Policy – Agreement (28/06)

TC affirmed the need to replace the Irregular Attenders Procedure. He stated that Staff Side have had the new policy document under consideration for some time and therefore a motion to agree the policy was being tabled today.

ER raised two issues of concern. The employees are given enough time to meet with a union representative prior to a meeting with their managers under the policy, and that the process should be completed in as short a time as possible after an informal warning had been given by a manager.

~~Staff side contended that any informal review period that is set by a manager should include the period of time prior to the warning from when the member of staff's absence became problematic.~~

Management side agreed that managers should do all they could to be supportive during this process and that a person's entire sickness record should be taken into account.

Further discussions resulted in a staff side suggestion that if required, an informal stage hearing should be held within four weeks of an employee's return to work and that the policy wording should reflect this.

Management agreed that this seemed a good target but pointed out that there could be odd occasions where this was not possible.

CH asked if Staff Side were happy with the policy apart from the points that had been raised.

ER stated that they were.

TC and ER agreed that they could identify some acceptable wording outside of the meeting.

04/07 Duty to Inform the Health Professions Council (HPC)

TC asked Staff Side to take note of the document that had been published on The Pulse regarding the requirement of paramedics to inform the HPC of any issues that may affect their paramedic status, and remind their colleagues of the this duty.

05/07 Mileage Rates

EB asked if there had been any progress on this issue.

TC replied that this topic was being looked into by the National Staff Council (NSC) and asked if the matter should be held until the NSC had reached their conclusions, so that the matter could be discussed at the next

[Mileage Rates \(continued\)](#)

Staff Council meeting in February.

PT suggested that if the NSC say that it will take at least 6 months to arrive at any decisions then the matter should be looked at locally by the Joint

[Mileage Rates \(continued\)](#)

Secretaries.

CH asked TC to research the arrangements put in place by other Trusts across London.

TC

06/07 [HR Policy Reviews \(Standing Item\)](#)

TC discussed a schedule of pending HR policy updates.

Staff Side agreed to come back with any comments outside of the meeting.

07/07 [Agenda for Change \(Standing Item\)](#)

CH reported that the appeals process was almost complete. The majority of appeals have been successful. There is a dedicated resource in Payroll aiming to get the final arrears payments through this month. CH said that she is hoping to announce at the next meeting that Agenda for Change implementation has been completed.

TC added that staff that have appealed successfully will need to have their arrears payments recalculated to reflect their higher banding. This will be done as soon as possible but he asked for patience from staff.

08/07 [KSF/PDR \(Standing Item\)](#)

SS stated that he has been asked to report on the first full year of KSF/PDR. He told the group that currently 80% of staff have a KSF outline, 17% have a PDR and 8% have a PDP linked to a KSF outline. The deadline for all staff to have an agreed KSF outline has been missed.

09/07 [PTS Issues \(Standing Item\)](#)

ND reported that the Trust currently holds 25 PTS contracts, the majority of which are in a rollover situation. NHS London are exerting pressure on all of their trusts to ensure that any contract that has expired should be re-tendered without delay. ND cautioned this meant that the worst case scenario for the LAS is that within twelve months the Trust could lose virtually all of its PTS contracts, however ND stressed that he is confident this would not occur.

ND told the group that generally NHS Trusts have realised that by driving down activity levels they can drive down the price of contracts.

PTS Issues (Standing Item) (continued)

ND also cautioned that if no further contracts are won during the next year then PTS staff levels will be too high. This is because PTS have committed to protecting the jobs of staff who have worked on lost contracts such as Chelsea & Westminster.

10/07 Fleet Issues (Standing Item)

BB stated that workshop staff are working flat out to keep up with demand. New staff are being recruited and Fleet are implementing an apprenticeship scheme. BB made a formal request that Fleet be given appropriate funds to carry out all of their training and development needs in the new financial year.

11/07 Information Item: Corporate Health & Safety Minutes

The latest set of (draft) minutes were distributed to the group.

12/07 Any Other Business

Secondments

ER raised concerns about how some corporate information is communicated. ER stated that at the last A&E Sub Committee Russell Smith mentioned that certain decisions had been taken on secondments and that this was now LAS policy. There then followed an email that went to managers and staff repeating this information. ER contended that such matters should always be discussed at the Staff Council for approval as this was the constituted body for ratifying policy decisions via partnership working.

CH suggested that this should be included in the discussions on a new constitution.

ER agreed.

Andy Zucconi

BB announced that Andy Zucconi is retiring and wanted to express staff side's thanks and best wishes for his future.

SS echoed for management that Andy was an excellent trade unionist whose integrity could never be questioned..

| Workforce Planning

CH reported that a small working group has been established to look at the future workforce plan. CH asked SV to make this a standing item for future agendas.

SV

Date of Next Meeting: 22nd February
11.00 – 13.30 hours
Conference Room, HQ