

London Ambulance Service NHS Trust

**Minutes of the Meeting of the
STAFF COUNCIL**

**Held on 27th October 2006
10.00-1200 in the Conference Room, HQ**

<u>Chair:</u>	Caron Hitchen – Director of Human Resources	HQ
	Eric Roberts – Unison Branch Secretary	HQ
	Eddie Brand – Staff Side Chair	Romford
	Martin Flaherty – Director of Operations	HQ
	Tony Crabtree – Head of Employee Services	HQ
	Steve Sale – ACAO	HQ
	Joe Easterbrook (Unison)	EOC, HQ
	Pete Hannell (Unison)	Kenton
In attendance	Scott Velleman (minutes), ASSD Manager	HQ

ACTION

36/06 **Apologies for Absence**
Phil Thompson

37/06 **Minutes of the Previous Meeting – 20th July 2006**
The minutes from the previous meeting will be agreed at the next meeting in December.

38/06 **Service Planning**
MF gave a presentation on service improvement work to be carried out over the next 7 years. He then engaged in a question and answer session with Staff Side.

ER stated Unison's support for the improvement work, and suggested that the staff consultation structure may need to change to ensure the improvement agenda is progressed effectively.

39/06 **Workforce Plan**
CH presented the Service's ~~anticipated~~ approach to long term workforce planning. She stated that the approach takes account of how the LAS response mechanisms will change in the future and what skills mix the staff will need.

ER expressed Staff Side's concerns with the concept of scenario modelling and that the amount of skilled staff will be reduced.

CH advised Staff Side that the process was not at the stage of providing such numbers but these would be shared once available. It may not be the case therefore that there will be less skilled staff.

40/06 Managing Attendance Policy

EB stated that he'd received some feedback from staff on the policy and he would pass this onto TC shortly.

TC asked Staff Side if the policy could be formally agreed at the next meeting, to which they gave their assent.

41/06 HR Policy Update

TC distributed a summary of the HR policy updates and discussed the major changes. He reminded Staff Side that there are several other policies that are approaching their scheduled review time.

42/06 Any Other Business

Electronic Staff Record (ESR)

TC reported that today is the first salary payment processed using ESR. He told the group that the vast majority of payments appear to be accurate. Quality checking has shown that there have been a few errors and these are being corrected.

CH recognised the great efforts made by the Payroll team and other members of staff and gave her thanks.

Date of Next Meeting: 14th December 2006
11.00 – 13.30 hours
Conference Room, HQ



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