

**LONDON AMBULANCE SERVICE NHS TRUST**

**STAFF COUNCIL**

**Tuesday 9 May 2017**

**Conference Room, HQ Waterloo, 11:00-13:00**

**Present:**

Andrew Grimshaw	Chief Executive
Mark Hirst	Interim Director of Workforce
Paul Woodrow	Director of Operations
Tim Stephens	Trade Union side/Unison chair (Chair)
Eddie Brand	Trade Union side/Unison secretary
Steve Johnson	Unison South West
Brian Robinson	Unison East Central
Clive Tombs	GMB Branch Secretary
Brian Eldridge	GMB South East
Peter Hannell	Unison North West
Paul Chiddington	Unison West
Marcus Davis	Unison Central
Julie Cunnane	Unison North East
Phil Thompson	
Wendy Cox	GMB EOC

**In Attendance:**

Julie Cook - Minutes

Melissa Berry - (for WRES update)

**1. WELCOME AND APOLOGIES**

**1.1. Welcome**

Ahead of the main business of the meeting, the Council noted for the record their thanks and appreciation for Tony Crabtree's support and contribution over many years.

## 1.2 Apologies

Apologies were received from Karen Broughton, Andy Bell and Mo Akbar.

## 2. **MINUTES OF THE PREVIOUS MEETING**

- 2.1 The minutes of the meeting held on 24 February 2017 were amended and approved as a true record.

## 3. **ACTIONS/MATTERS ARISING**

- **WRES:** Melissa Berry provided a general update, giving an overview of some of the 9 indicators used to assist the NHS benchmark BME representation in organisations. In LAS, it is 688 - 12.5% of the workforce, which needs to increase to reflect the community served. To address this, the LAS will now visit schools to assist recruitment and a working group will be created to moderate activity. Clive Tombs asked if staffside were part of the working group. Mark Hirst said that this would be welcomed. Pete Hannell referred to the academy stating that internal recruitment would assist with BME representation over Australia or UK Graduates. AG stated this was under review by ELT. PW said there were now 54 places per annum for the academy which was a limit set by the HCPC. Eddie Brand queried this number.

Paul Woodrow spoke of the Baker Dearing foundation who were working in schools to provide health specific courses. HEE are involved, but this is a longer term strategy. Paul Woodrow also spoke of other Trusts growing their own paramedics and the need to increase the internal numbers from 54 per annum. Mark Hirst spoke of some of the negative comments expressed in the staff survey regarding BME staff and activity. Tim Stephens was clear this was not staffsides view.

**ACTIONS: Staffside representative for the WRES group – MH/PG**  
**Numbers for the academy to be confirmed and shared – MH/PG**  
**Review of academy after ELT update – MH/PG**  
**WRES update – standing item on the agenda**  
**Recruitment plans and pipelines – standing item on the agenda**

- **London Package:** Mark Hirst stated that issues concerning EMT3's & 4's had been raised at ELT and a paper had been drafted regarding Band 6. Eddie Brand said this had been raised for all staff, not just frontline. Steve Johnson raised the issue of EMT3's and LMA training.  
**ACTIONS- Feedback after paper presented to ELT – MH/PG**  
**Clear statement on EMT4's at Band 5 in a month – MH/PG**  
**Tina Ivanov to provide clarity and to review an alternative re LMA training - TI**

- **ELT appointments:** Andrew Grimshaw confirmed that Garrett Emmerson will commence as CEO on 30 May. Patricia Grealish will also take up post as Director of People and OD on the same day. Philippa Harding is the new interim Director of Corporate Governance, working 3 days a week for a period of 6 months. A new Chief Information Officer will also be appointed on an interim basis. Mark Hirst leaves the Trust at the end of May. Charlotte Gawne, Andy Bell and Andrew Grimshaw are also leaving in the next two months. Eddie Brand wished everyone all the best. Andrew Grimshaw thanked everyone for their contribution to the Trust.

#### 4 BUSINESS PLAN 2017/18

- 4.1 Karen Broughton is finalising the plan for presentation at ELT on 10 May and to the Board at the end of May.

**Actions – Summary plan to be shared post ELT - KB**  
**Full document to be shared post Board Approval - KB**

#### 5. CQC UPDATE

- 5.1 Andrew Grimshaw said as yet there was no date to receive the report, but that the Quality Summit was arranged for 29 June, hence the report was expected at the end of May. No indication as to rating had been given and updates will be given when known.

Clive Tombs asked when St Paul's Cray would reopen. Paul Woodrow explained that a Trust Pharmacist had been appointed and there was now a bigger piece of work regarding medicines management to ensure station compliance across the Trust.

**Actions: Compliance Plan to be shared when confirmed – Paul Woodrow**  
**PW to speak to Peter McKenna and Fenella Wrigley re St Paul's Cray**  
**Part of OPF – to be placed on Agenda – Tim Stephens**

#### 6 CAD UPDATE

- 6.1 Paul Woodrow provided an update on the planned take down on 26/27 April. This had been deferred from 22 March due to the Westminster attacks. Takedown had commenced, but technical issues occurred bringing the system back up and EOC remained on paper until 1240 hours. PW commended EOC for the fantastic work and acknowledged that unfortunately this had not gone as planned. AG stated that this gave good assurance however that contingencies work well. Wendy Cox expressed concern that back up was pen and paper. AG said that this was under review and an active/active system would negate this (one system is taken down and the other is used) although pen and paper would always need to be a backup. PW stated that a national piece was under review for all Ambulance Services for contingency resilience. PW said that planned take downs would also rotate across the different Watch teams. EB asked for an update on NHSE considering the NYE review. AG explained this had been delayed due to Purdah and that it will be shared as soon as possible.

**Action – Update on NHSE review of NYE at next meeting – AG/GE**

## 7. REST BREAKS

- 7.1 Paul Woodrow confirmed the date of 1 July for the introduction of the new agreement. The issue of pay had been discussed at ELT the previous day and the pilot in South West had concluded with positive results. This was confirmed by Steve Johnson. Andrew Grimshaw stated that the trial would now be written up and rolled out Trust wide if applicable. Eddie Brand stated he was not aware of the 1<sup>st</sup> July deadline. Mark Hirst stated that matters had been raised to the Speak up guardian under health and safety, hence focussed work needed to be undertaken to have a new policy by July. PW said more breaks were now being given and performance dips at changeover are improving. This is about mitigation of risk, however and the new policy needs to be in by 1<sup>st</sup> July. AG acknowledged that the current position was not sustainable, hence the meeting on 15 May. AG thanked all for their engagement to date.

**Action: Meeting to discuss 15 May. Update to follow. MH /PW**

## 8. ANNUAL LEAVE

- 8.1 Mark Hirst stated there was now a draft policy which would go to ELT first and then to the group. After this, the paper would go for consultation. Steve Johnson expressed concern as to whether the new policy would allow sufficient numbers off per day to allow everyone to take their leave. Wendy Cox asked if the policy would apply to Operations only. Mark Hirst was of the view that it would.

**Action: Policy to be shared after ELT on 17 May – MH/PG**

## 9. HOLIDAY PAY AND OVERTIME (Bear Scotland)

- 9.1 Pete Hannell raised the issue regarding the ruling that compulsory overtime should reckon for holiday pay. National Ambulance forums have agreed to adhere to this by the end of June and PH asked if LAS was committed to the date. Mark Hirst agreed that it was and confirmed that Tony Crabtree had previously presented to ELT on this matter. Gareth Hughes is working on calculations currently. Clive Tombs asked the Trust to look at back pay for 2014, 15 & 16. Mark Hirst agreed with the caveat that this was not straight forward.

**Action: Timeline to be agreed and communicated – MH/PG**

**To review back pay for 2014, 15 & 16 – MH/PG**

## 10. CLINICAL TEAM LEADERS

- 10.1 Tim Stephens requested that the CTL job description be re-evaluated as soon as possible, given the rebanding of the paramedic role. Paul Woodrow stated that the job description itself needed to be reviewed and Andrew Grimshaw added that this needed to be considered as part of the wider Operational restructure. Pete Hannell mentioned the current additional £2.5k annual payment which is not pensionable and his view that this evidenced the role was underpaid. PH asserted that the role should be Band 7. PW said that roles cannot just be moved up the bandings and reiterated that the restructure must be cost neutral. Tim Stephens queried that the AfC factors in the paramedic job description increasing must mean that the Team Leader one should increase in those factors too.

**Actions: Request Greg Masters to re-evaluate the Team Leader JD – MH/PG  
Confirm and communicate the status of the £2.5k payment (whether this was introduced as a result of the Senior Paramedic role) – MH/PG**

**11. ANY OTHER BUSINESS**

11.1 No other business was raised.

**Date of Next Meeting**

11.2 The next meeting will be held on Tuesday 22 August, 1400-1600, in the Conference Room, HQ, Waterloo

The meeting ended at 1300

DRAFT