



SECamb Branch 20111

**BRANCH EXECUTIVE COMMITTEE MEETING
HELD ON WEDNESDAY, 12 DECEMBER 2018 AT
EAST GRINSTEAD TOWN HALL**

Present: Ben Eastwood, Tony Faraway, Clive Goddard (Branch Chair), Mike Gardner, Pip Griffin, Kevin Hedges, Bryan Hopperton, Kevin Long (Treasurer), Neil Martin, Stella Quentin-Steele, Gary Turley, Pete Steventon (Branch Secretary), Nigel Sweet, Ann Sephton (Minute Taker), Dave Wallace

CLIVE GODDARD IN THE CHAIR

Item	AGENDA	ACTION
21/18	Introductions – The Chair reported there were some new faces around the table so introductions were made. The Chair welcomed everyone to the meeting. An update on Roger Laxton was given and everyone wished him well.	
22/18	Apologies – Roger Laxton and Roger New	
23/18	Minutes of Meeting held on 10 October 2018 – Gary reported that the Box was a Sharps Box and it was a Life Pack. After amending the Minutes were accepted.	
24/18	Matters Arising – Update on Meal Break Policy – Pete reported there is not a lot to say as there has been an increase in the number of people getting their meal break within their window. There is more staff, more vehicles which will mean an improvement. The number of employees has increased over the year and workforce numbers will be achieved and training done locally. There is a lot more localisation and there will be 3 new vehicles per week delivered. There will also be people who will be moved on to cars. The Rotas will be set by April. The Carter Report which came out earlier this year is being used. The Trust is also looking at van conversion. The scheduled rota of 2 nights off needs to be looked at again as it seems to be not working. The Trust is considering buying in bulk along with SW and Midlands Trusts. It was commented that people are having injuries from working on	

Item	AGENDA	ACTION
24/18 Cont.	<p>vans and these needs to be kept in mind.</p> <p>Student Membership - Student Paramedics pay £10 membership but what has been unclear is that people who are earning a salary also pay this amount. We have followed this procedure for many, many years. There is a loophole in the Rules and we continued using this method as advised by previous regional officers. This was raised at the National Ambulance Sector, we are asking the Branch Executive here for a decision. We can write to those members and explain they are only covered for the student studies and not for their substantive job. We can also ask that from the renewal they need to pay more money unless in full-time education. Pete sought clarification on what other Unions do. It was decided by the Branch that it would continue as at present but no new Students and if necessary, the Branch will pay any fees required.</p> <p>Overtime Payments and Incentives – Christmas incentives are being offered but overtime if you come in on your rest day. No incentives being paid if you work your annual leave just overtime. If you are on a rostered shift it will be paid. Incentives being paid from 1900 hours on Christmas Eve through to 2 January.</p> <p>Toil – If the toil amount goes beyond 3 months and it isn't used it is paid by the employer. Toil should have its own bank.</p>	
25/18	<p>OBJECTIVE 1 – RECRUITMENT AND RETENTION</p> <p>Recruitment Figures – were reported at the meeting.</p> <p>No. of Cases being represented</p> <p>Pete – 2 Gross Misconducts one went to 3 days. 1 ill-health the Pension Authority has refused but we are appealing. 3 Grievances, 2 Bullying & Harassment, 3 Stage 3 Sicknesses.</p> <p>Neil – had one, represented 4 members locally in a collective position with a good outcome.</p> <p>David – Stage 3 Sickness given to Pete and 1 Grievance.</p>	
25/18 cont	<p>Kevin Hedges – has been given redundancy and his last shift is Christmas Day. He will be sorely missed for his knowledge and great assistance over the years.</p> <p>Nigel – 3 sicknesses; 1 Tribunal, 2 official Grievances, and ill-health with lots of other issues. Drug suspension there is a group Grievance.</p> <p>Bryan – 2 on going and covering other people.</p>	

	<p>Mike – 8 Stage 2 and Stage 3 sicknesses and all going well. 1 Disciplinary.</p> <p>Kevin Long – none</p> <p>Pip – Stage 2 and excellent outcome. Stage 3 went well. Grievances Tech Banding and local agreement. Rotas</p> <p>Clive - 1 fact finding; good sickness meetings; if it is a long term condition then a buffer is needed and if necessary use Disability and Quality Act.</p> <p>It was reported that it appears to be Managers are now using common sense and using reasonable adjustments with on-going conditions e.g. diabetes.</p> <p>Senior Reps – a gross misconduct and they kept their job. Another one waiting a result.</p> <p>National Union Campaign - is about settled for non EU Nationals. People have to pay a fee and to get Trust to pay the tax. Our Trust will be paying this fee.</p> <p>Growember - 18,000 people joined Unison in November.</p> <p>There is a National Campaign for equalising the retirement age for Ambulance members. Non-permissible age is presently tied to pension age.</p> <p>Restructuring – 3 guidelines, Restructures, Fleet Managers, Rotas and Conditions of 50 staff. HR awaiting a restructure in January plus Clinical Education.</p>	
<p>25/18 cont.</p>	<p>JPF Business Update</p> <p>JPF needs to be understood by certain Managers and decision made by the JPF need to fed back down the chain.</p> <p>Ed Griffin (HR Director) and JPF Chair explained that there needs to be greater flexibility and diversity in staffing SECAMB.</p> <p>How the JPF works needs to be understood particularly by Managers and there is a clear need for proper engagement with the unions and the processes being followed.</p> <p>It was confirmed the Daren Mochrie was leaving the Trust to go to NWAS and a new CEO would be advertised for.</p> <p>Joe Garcia (Operations Director) stated that DM was going to a bigger Trust not a better one.</p> <p>The CQC outcome showed there had been significant improvements</p>	

already but there were still areas requiring further improvement. JG said that it was a good outcome in his view because by remaining in special measures and requiring improvement would mean we would remain focused.

The Service Transformation and Delivery programme now has the increased funding in place so is now a formal programme aligned with the Ambulance Response Programme.

JG emphasised that there would be a growing fleet and staff and that is what the money is for and if we don't deliver, they will want the money back.

Fiona Moore (Clinical Director) said increased funding and resources would help reduce the duplicate calls received in the EOCs as well as improve cover and result in a better call outcome.

JG said the "Perfect Week" which was trialled at Gatwick would result in showing other health suppliers, especially the Hospitals, that with appropriate resourcing Hospital admissions can be reduced and a more linked package with GPs, Mental Health, etc will be there for the patients.

EG said that it takes too long (up to 5 months) for an ECSW to begin training after initial interview and this had led to losing up to 40% of applicants.

It was accepted that there are delays in C1 training and a national shortage of Blue Light Driving Instructors, but the failings in case tracking was still unacceptable.

EG said there would be a continuing programme of shifting focus on Culture change to a more local approach.

It was also reiterated that suspensions should not take place without union support for the staff member and there would be the introduction of external investigators.

There was also the need to make sure all of the Trust followed Trust Policies and procedures.

JG said that the PP and CCP band 7 business case was underway and would be progressed as soon as possible.

Izzie Allen explained that the Staff Engagement Forum was an advisory group and aimed to highlight problems and make small improvements in their own areas.

She intends to put out an update explaining the role as it was a good place for gathering and dispersing information.

Sue Barlow (Associate Director) said she wants to progress the XMAS incentive.

Union concerns were raised that Xmas day itself was not included.

It was jointly agreed that all who were working during that period would benefit from the incentive.

Discussions to clarify the dates and times would continue.

Richard Crouch (acting Head of HR BPs) confirmed that a draft policy on overtime and incentives was still being worked on.

Other union concerns were raised that included the need for Management to prevent some members of staff working excessive hours and that enough time would be given complete a Vulnerable

Person Form and that crews should not be pressured into getting back on the road.
This was taken on board by James Pavey and Andy Cashman, our two ROM's.

AC also said work needs to be done on Xmas leave planning for 2019 and 2020.

It was agreed that the Annual leave policy would need to be reviewed firstly and a working group would need to be set up.

JG said that there had been a very poor response to the request for other non- operational managers to help over the Xmas and winter period with only 9 people replying.

JG also said that Toil was only applicable for Band 8a and above if recalled to duty when on call and if working on a bank Holiday.

There was a separate payment for Event coverage.

Managers would be expected to manage their own time and take Toil hours specifically when applicable.

There are no overtime payments for Band 8a and above.

Pete Steventon said this needed to be made clear as he had learned that some Managers had claimed Toil last month.

JG said he would get the message across to all managers to make sure it is stopped.

Trevor Freeman (Unite) said the requirement for all paramedics to have mentorship training needed looking into.

AC said an Accredited course was being planned.

Nigel Sweet (Unison) said this needed looking into as soon as possible.

EG said he would request Clinical Education attendance at the next JPF.

NS asked on update on Tech banding progress.

EG said that it is on schedule.

JG said the business case for both PPs and CCPs into band 7 was in process to identify funding and that a Job Description for PPs was being formulated and in its latter stages.

NS asked after AAP Job description progress too.

JG said that is with Julie Ormrod (Consultant Paramedic) and due for evaluation in the near future.

Amjad Nazir (Health and Safety Lead) said there are now three Managers in place across the trust.

There is a legal requirement for the Trust to follow specific H+S policies and this would require an element of fast tracking which was agreed by those present.

John Battersby presented the pilot for the Volunteer Community Guardian role which was designed to deal specifically with post fall patients who had been cleared by a clinician and left at home.

By the process of social prescribing such as referring to non- clinical volunteer services, patients would be supported to prevent them feeling socially isolated.

	<p>The statistics confirm that a patient left lying on the floor for 5 hours or more has a drastically increased risk of morbidity. The Pilot area was going to be Ashford and Thanet. This presentation was roundly supported by the JPF and it was hoped that it would be a great success.</p> <p>John Griffiths (Head of Fleet) introduced the Club Car policy which had great potential savings for the Trust. The three options would be: Pool Cars based at Crawley. Hire car delivered and collected from home. Own car and to claim expenses. At 56p per mile there was a clear attraction in claiming the expenses but once the 3,500 miles limit had been reached it might be attractive to switch to a hire car to avoid the tax implication. Work in progress on this proposal. John Griffiths then confirmed the roll out of the Non-Emergency Transport (NET Vehicles) would begin soon. They would have a different call sign and would not be part of the emergency response plan. They would mostly be staffed by ECSW crews and the patients would have been pre- assessed prior to collection. This would be done by an on scene qualified Clinician, via telephone triage by a clinician or via a GP or other qualified person.</p> <p>This is a brief summary of the JPF and the notes must not be regarded as verbatim.</p>	
26/17	<p>OBJECTIVE 2 – NEGOTIATION, BARGAINING & PROMOTION OF EQUALITY</p> <p>Communication – Facebook and Twitter pages are used and are much more effective but we will continue do a Newsletter. It was felt that Newsletters get buried but SECamb give out lots of information. Members can look at our webpage Facebook and Twitter accounts as we are constantly updating. It was also reported that the Union should be forcing the Minutes of the JPF to be published. What’s Apps, Chat Groups could also be set up. All of those don’t need a lead person it can be set up and used.</p> <p>111 Update – An extension to the contract from April 2019 to March 2020. We are severing ties with Care UK and we are going to try and get the rest of Kent back. We have been promised a 7 year contract if we do the next year well. The Commission have money to give our Band 2 Operators an increase to Band 3. There has been lots of bullying going on but we have an excellent HR person and she is pulling up Managers to do their work. We are joining up with EOC and this is working and our Clinicians take calls when surgeries are closed. We stopped 43 ambulances being sent which were not appropriate in a 3 hours slot.</p>	

	<p>Technician Banding Update – The Band 5 payment will be come through on 20 December. Anomalies we have thought through to make sure these are dealt with. We are keen at the Branch about maximising the pay for all our members and the key point is making sure you are in the right Band. To emphasise that UNISON wants to make sure that everyone is in the right Band. There is a meeting about ECSW’s and other Sections coming up soon. The APP job does not have a job description but this is being looked into. UNISON is about making sure that people are paid for the work they do. All Technicians who are currently at the top of band 4 will go from the top of Band 4 to pay point 20 in Band 5.</p> <p>The Job Evaluation system is now very robust and any queries should be given to Nigel 07554 437181; Pete 07500 991967; or Bryan 07932 676787</p> <p>Facility Time Hours – times have changed in SECamb but now that they are in special measures there are more and more Management led meetings and Job Evaluation but we do not want these to come out of our Facility Time for Union duties. We have spoken to the Trust and the HR Director is looking into it and that is refreshing. We will get the full support of our Strategic Officer if the Trust attempts to reduce our hours . The Branch Secretary has looked to level this up among our TU Unions.</p> <p>Newsletter - this will be coming out soon.</p>	
27/18	<p>OBJECTIVE 3 – CAMPAIGNING & PROMOTING UNISON</p> <p>LGBT – there was a meeting to find out how the Trust is dealing with this and it very much the same as our own Union. We would like to make stronger links with networks available. There is lots of material available for equalities. We have been speaking to the other Unions as well. We are trying to gather information in our workplace as it is our disabled and women who get discriminated against and other Policies are used inappropriately. The HR Director is collecting information on the data available on what cases are being dealt with. There is a lot of local help given but just not recorded by the quick chat in the corridor. We are looking into what is the best way to gather this information and if it is below 100 a survey can be used. We can also make a What’s App Group for people to input into Equally Diverse 07783 418858.</p> <p>Tony also reported back from the LGBT Conference and peoples’ perception is there are only 2 genders but there are quite a few different genders. Gender Socia concepts are that they don’t fit and identify as a man in a woman’s body or vice-versa. There are also other people who do not fit into genders and people are now talking more about it and therefore information is becoming more available</p>	

	<p>and more valuable. Feedback to be given to Tony/Stella tony.faraway@secamb.nhs.uk or stella.quentinsteelle@secamb.nhs.uk</p> <p>Other areas can have a talk stations on these subjects. Asmina Chowdry is the person to ask.</p>	
28/18	<p>OBJECTIVE 4 – DEVELOPING AN EFFICIENT & EFFECTIVE UNION</p> <p>Finance – Kevin tabled his report and spoke to it. He was delighted that Stella is willing to be put forward for the Branch Treasurer role at the AGM when Kevin will be standing down.</p>	
29/18	<p>ANY OTHER BUSINESS</p> <p>OPS 266 – it was reported that certain clinical graded staff members are not being put on cars. Not agreed any partnership and it is not going to work. It is not agreed.</p> <p>The Chair thanked Kevin Hedges on behalf of the Branch for all the work he had done and also providing a meeting place before this one. He said he had been a great support and will be very much missed. He wished him well for his future.</p> <p>Kevin Long reported that on the BBC news that our Ambulance Service was killing people.</p>	
29/18 contd	<p>Rotas at Thanet – Pip reported that the rotas were being done by a Review Committee but the parameters were not being used properly. Team based working is 88% which had been asked for. This policy needs to be reviewed and raised at the JPF.</p> <p>Pip also reported on staff relief over Christmas which has just recently been agreed but the Trust have changed days off and given that they cannot do this under A4C as it needs 28 days and therefore cannot be done. There is a local agreement which has been undertaken and again the Trust is changing it.</p>	
30/18	<p>DATES OF NEXT MEETINGS</p> <p>AGM – Monday, 25 February 2019 – East Grinstead Cranston Suite</p> <p>Branch Executive Meetings all at East Grinstead Town Hall in the Chamber</p> <p>Wednesday, 1 May 2019 Wednesday, 10 July 2019 Wednesday, 9 October 2019 Wednesday, 11 December 2019</p> <p>The meeting on Wednesday, 12 December, finished at 15.20</p>	

