

## Minutes of the JCP Meeting

Date 27 August 2008

Present	Phil Mobbs		PM
	Rachel Hamer		RH
	Lorraine Thomson	Minutes	LT
	Dave Williams	FBU	DW
	Andy Price	FBU	AP
	Jason Thelwell		JT
	Jan Beasley		JB
Apologies	Leon Parkes	FOA	LP
	Harry Nelson	UNISON	HN

### **Minutes of the meeting held on 13 August 2008**

It was agreed to defer consideration of the minutes of the meeting on 13<sup>th</sup> August to the meeting of JCP scheduled for 10 September 2008.

#### **1. Training Officer Shift Pattern – Jason Thelwell**

JT gave a brief outline of recent events in the Resilience Unit and the proposed duty system. A copy of which is attached to the minutes.

FBU advised that the proposal was very similar to the one that they had asked for when the existing pattern was negotiated with Keith Newnes in 2002. It had been rejected at that time on the basis that there was not enough money to implement it.

FBU's initial concern was that staff would be working more unsociable hours and taking a pay cut. They asked for confirmation of how many trainers were seconded from shift.

JT advised that Optimum Crewing was 95 per Watch plus 21.

FBU stated that they would like the 12 trainers not to come out of Optimum Crewing which they believed was a risk to resilience.

JT also advised that whilst seconded to the Resilience Unit they would be paid as "competent" WMB, however when they went back to Station they would revert back to their existing post. The FBU had an issue with this. FBU were concerned that if staff were designated as competent, they could not be reverted back to anything other than competent.

FBU asked whether there was spare capacity within the 12 to deal with unforecasted events.

JT confirmed that there would be. He explained that at present there were 31.5 training hours per week. This would have to increase to 42.

JT confirmed that the shifts would be 12 hours.

FBU stated that a 12 hour shift for trainers was a hard day. They believed that their members would prefer 2 clear shifts with overlap during the day. 08.00-20.00 and 12.00-00.00

FBU asked for consideration on –

How many breaks in a 12 hr shift?

How the trainers would manage their hours. Would they use timesheets?

What consideration would be given to costs in using their own vehicles?

Would they be essential car users?

JT felt that where a return to Winsford was necessary eg to return a vehicle it would be within working hours. Travel from Winsford to home would be in their own time.

FBU asked what would happen if trainers built up time?

JT confirmed that he didn't want time to be built up and that the training programme should ensure that excess time was not accrued.

FBU stated that there would have to be a minimum of 4 on duty at any one time.

FBU also queried the working hours for the Workplace Assessment Manager and Adviser. FBU believed that the Service was proposing to introduce only 2 duty systems as part of its review of 9 day fortnight duty system. PM agreed to share the FBU concerns with the LDC Manager.

JT advised that he would map out how the proposed rota would work, taking into account annual leave and the training plan. He would provide a copy to LT on the 18<sup>th</sup> September to distribute prior to discussion at the next JCP on 24<sup>th</sup> September 2008.

## **2. HR Control Project - Jan Beasley**

JB attended this part of the meeting to give a brief update on the HR Control Project.

JB advised that the NW Business Case had been sent to all Control Staff. JB attended the HR Practitioners Group which consisted of HR Reps from each of the F&R Services in the NW. Lisa Lafferty had been tasked with putting a briefing together for GMs. JB agreed that she would get a copy for FBU.

The initial idea was that staff would transfer over in waves. Greater Manchester then Merseyside then Cumbria and Lancs. Each area would initially send 1 cohort. The first cohort would be 6 staff from Cheshire.

FBU asked how Control could continue to operate without 6 people. JB confirmed that this was a piece of work the group were looking at. JB advised that she would give the Unions the indicative figures of the other F and R Services.

The FBU asked what was the staffing. JB confirmed that at the moment it was working on a 1 to 5 ratio.

A new Director had been appointed, Dominic Whelan. He was ex army and was expected to start in November, however had been involved in the project for the last 2 months. He would be employed by the new company.

JB advised that the Programme Management Board (PMB) in Cheshire was headed by the Chief Fire Officer. Draft JDs had been put together and a HR consultancy had been appointed to look at the Ts and Cs.

FBU asked for details of any out of scope work.

FBU agreed to e mail JB separately regarding the information they wanted in out of scope work.

JB finished off by advising that starting in September the HR Practitioners Group would be looking at staffing and more flexible contracts.

### **3. Recruits Contracts – P Mobbs**

PM distributed copies of the Wholetime FF Development contract. The item was deferred to the next meeting on 10 September.

### **4. Service Restructure Update**

The item was deferred to the next meeting on 10 September.

### **5. Lone Working for Advocates**

Discussion on this item was deferred.

### **7. AOB**

- i) SIS – SIS number Ops 19/3 was distributed. Any questions were to be directed to Stuart Devereux.

ii) Medicals –

Management referrals and Retained attending in their own time to be re scheduled for the next meeting.

It was the FBU belief that for Management referrals and the Retained, employees could attend whilst on duty and in the case of RDS that they would receive pay for attending medical appointments.

PM confirmed that the issue of the step test was being looked at through the H&S committee.

FBU raised the issue of the various e mails that had been sent out to Station with regard to 2 periods of sickness. They believed CF&RS had brought in an element of a policy that hadn't been consulted on.

PM confirmed that an Informal Record of Discussion did not count as disciplinary action and quoted from the Grey Book. He advised that the trigger in the new Attendance Management Policy was 3 periods of sickness. However, the Service was concerned that its managers' were not addressing poor attendance issues and had therefore issued advice to managers on the appropriate action to take. It was correct that within the new Attendance Management Policy managers would need to meet with staff that had 2 periods of sickness.