

# HAMPSHIRE BRIGADE COMMITTEE

3rd May 2006

## WINCHESTER RUGBY CLUB

### Agenda

1. Apologies
2. Members Present
3. Nominations/Elections
4. Minutes of Previous Meeting
5. Matters arising
6. Conference
7. Correspondence
8. Guest Speaker
9. Chairs Report
10. Secretaries Report
11. Membership Secretaries Report
12. Reports from HFA
13. Health & Safety
14. Fairness & Dignity
15. Branch / Section Reports
16. A.O.U.B.
17. Date and Venue Next Meeting

**1. Apologies.**

Were received from Brothers Carpenter Asst. Membership Sec/31), Eades (Officers), Bates (C Div/54), Evans (H&S/54), Robson (31), Pearsey (23), Christopher (Welfare/HQ), Boulton (Ret. Sec), Picknell (Ret.) Watton (H&S/54), Graham (30), Harris (24), Hawkes (32), and Sister Burrows (G&L).

**2. Members Present.**

Were Brothers Ramsey (Chair, 31), Jordan (Sec/31), McCullen (Vice Chair/24), Sams (Membership Sec/31), Jackson (Officers), Burrows (Comms/01), Williams (ULF region 12), Sisters Eames (Control/Asst. Sec), Barton (Women/Control), and Ellis (Ret. Chair/09).

**3. Nominations / Elections**

The election for BEMM EC member has been suspended due to complaint being made.

Due to Dean Mills our EC member being successfully elected as National Officer we have a vacancy in this region for EC member. As such Peter Miller is now Acting EC Member pending the election process. Conrad Jordan is also interested in standing for EC member.

G&L National Secretary – Sis. Burrows did not accept her nomination. Bro. Gallagher has been elected unopposed.

Women – Sis. Vicky Knight has been re-elected unopposed as Women's EC Member.

**4. Minutes of previous meeting.**

None available at the present time, referred to next BCM for ratification.

**5. Matters Arising.**

Not applicable

## **6. Conference**

Discussion regarding future funding of Observers to Conference.

Future observers to conference should also be able to show what contribution they have given to the FBU to support their application to be considered as an observer. If there are more applicants than spaces or available funding, the Brigade Committee will make a decision based upon the input individuals have given to the FBU.

## **7. Correspondence**

### **AIF**

1. Letter to member's family – payout from fund confidential

### **All Members letters/circulars/e-bulletins**

1. e bulletin #89
2. FBU Southern Newslite
3. ODPM – assessing operational performance
4. ODPM – fire safety education programme
5. FBU HO – long service bounty payments
6. FBU HO – suspension of B&EMM EC election
7. ODPM – protective clothing for firefighters
8. Overpayments of back pay
9. FBU HO election of Vicki Knight for Women's EC Member
10. ODPM – Fires and incidents of special interest
11. ODPM – FireBuy open competition for director
12. Contracts

### **Education**

1. TUC courses

### **FBU miscellaneous**

1. FBU HO – press release ballot in Hertfordshire over cuts
2. FBU Berkshire – newsletter
3. FBU Grampian – thank you to Hampshire FBU in defending their cooks
4. FBU London – newsletter
5. FBU HO receipt of nomination for Vicki Knight for Women's EC Member
6. FBU HO – May day march 1/5/2006

### **Health and Safety**

1. HFRS Risk Assessment for Stockbridge Landrover!

### **Investors in People**

1. Bob Ratcliffe presentation
2. minutes from 4/4/2006

### **Minutes and Agendas HFRS**

1. Meeting on working routines 29/3/2006
2. notice of meeting – human resource committee 21/4/2006
3. Popley meeting 20/3/2006
4. Meeting notes from management seminar Marwell
5. establishment meeting 10/4/2006

### **Miscellaneous other**

1. DVD – so you want to be a firefighter
2. letter from Shella Smith – suspension of members for outside complaints
3. UKIP campaign leaflet against downgrading of Eastleigh and regional controls call centres

## **Officers**

1. Letter to Dave Curry – middle management workloads

## **Rank to role**

1. letter from HFRS – freedom of information act – weekend working/leave year
2. letter from Dave Curry – working routines bank holiday send homes

## **Retained**

1. Letter from Wendy Lambert – insurance for retained filling in RMS sheet

## **Women**

1. Letter to Andy Kettle – facilities for women on stations
2. Email from Andy Kettle – facilities for women on stations

## **8. Guest Speaker**

None

## **9. Chairs Report**

### **PT New work routines**

Nigel McCullen and I will be meeting the service fitness advisor to try to re address the New PT work routines. Any members who would like any points brought up please contact me ASAP.

### **Provision of women's facilities on fire station**

Julie Barton HFRS FBU women rep and I will be putting forward a document to the local diversity group.

### **Mickey Darley funeral arrangements**

Hants FBU members collected £25 from our last BCM, Region will be providing the rest of the funding. Members please be aware that funds are limited.

### **EC elections Region 12**

Dean Mills EC member region 12 has now been elected to the position of National Officer. This leaves the EC position vacant; this election will be run ASAP.

### **Visit to stn 33 Romsey**

Membership Sec and I has visited a number of Retained stations. This is just an informal chat about what the Union can offer. Any stations who would like a visit please contact Gary Sams or me, thanks.

## **10. Secretary's Report**

### **April / May 2006**

#### **Draft orders:**

FDS; dealt with by the officers section

#### **Meetings:**

##### **Investors in People meeting 4/4/2006**

Meeting held at Botley to discuss the service way forward to achieve Investors in People award. It was recognised in the meeting that HFRS do not have a good relationship with the FBU and that was an area they needed to address.

If carried out properly Investors in People will be good for HFRS and our members, but if ticking boxes is all that is wanted, it will be a pointless exercise. The FBU are supportive of the process providing HFRS listen to its workforce and truly invest in their people.

##### **Establishment Meeting 10/4/2006**

Meeting held with Dave Curry; attended this meeting with the assistance of Dave Graham. This meeting concentrated on wholtime establishment; quite a long involved meeting, highlighting the issues of secondments and the impact on establishments all the way back down the chain to stations.

Issues of retirements, resignations, medical retirements all factored into the discussions, overall figures show HFRS above establishment, but the reality on stations is seen as somewhat different.

#### **Rank to Role 18/4/2006**

Meeting with Watch Managers affected by issues of the rank to role process, legal assistance sought to challenge some of the decisions made by HFRS.

#### **Popley Meeting 19/4/2006**

This meeting saw Ryan Thurman and Mark Witcombe take over the responsibilities of Basingstoke and Popley. It is hoped the good working relationship already established with their predecessors will continue and we have no reason to believe it won't.

#### **H&S Meeting 20/4/2006**

Report under H&S

#### **Managers Seminar Marwell 26/4/2006**

The first of two seminars this year, the overall opinion from the managers attending that this is a good way to disseminate information down to the managers in HFRS; this session was well attended and there are two more scheduled in this first round of seminars. Other dates 23/5/06 and 13/6/06

#### **Eastleigh Branch 27/4/2006**

Attended this branch by invite to discuss issues over contracts

#### **Additional Responsibilities Allowances Meeting with Bob Wythe and Helen Andrews 27/4/2006**

This meeting to discuss the working parties that will be set up to develop sound and repeatable principles in deciding and rewarding additional responsibilities and other allowances. HFRS will review all allowances currently paid. Some allowances may increase and some may decrease, nothing is decided as yet. The only allowances that will not be affected are those governed by conditions of service in the Grey Book; e.g. FDS, Retainer; Day Crewing.

This process will require some extensive input from the FBU and therefore a request is made for any official or member who wishes to help in this project to contact the Brigade Secretary to offer their help. Members input will prove invaluable in this process, don't be shy in coming forward.

#### **Overpayments of Back Pay Meetings 26/ & 28/4/2006**

Attended 2 meetings on this issue; HFRS have made a mistake in overpayment of back pay, this is due to not spotting some specific pay issues in regard to the LSI payments that came into effect as of the rank to role for pay purposes only in June 2003.

The service have been quick to spot the mistake and are doing all they can to rectify it. They are also keeping the FBU informed and involved in this situation. We in turn are in contact with Head Office and looking for their interpretation of events. It is hoped we can reach a mutual position to help our members.

#### **UnionLearn Launch London 2/5/2006**

This saw the launch of the UnionLearn project which aims to amalgamate a number of union learning projects and will see the inclusion of the Union Learning Project that the FBU are involved in. this is not likely to happen before 2007/8

#### **Southsea Branch Meeting 2/5/2006**

To discuss issues of contracts, work routines and other issues

#### **Other issues**

#### **Bank Holidays**

Bank Holiday send homes have now stopped, this is a position the FBU in Hampshire have been pursuing for some time and we welcome HFRS decision on this matter.

**All Branches are to ensure that the Brigade Secretary has up to date information on the contact details (telephone and email) for all of your officials, this includes your Branch Secretary, Chair, H&S rep, delegates to BCM.**

#### **All Members Information**

All members are encouraged to register their email address with the Hampshire FBU website; [www.hantsfbu.org.uk](http://www.hantsfbu.org.uk) this way they will receive up to the minute information about what is going on in Hampshire, Region and Nationally as soon as we have the information to give.

**All branches need to give dates of their next four branch meetings to the Brigade Secretary, to enable Regional Officials to visit their branch.**

#### **Service Order amendments received this month**

None

There are a number of member's grievances being dealt with at the moment and members are receiving representation in a number of other cases.

Officials in Hampshire are also assisting a number of members on matters of discipline.

#### **LIST OF OUTSTANDING ISSUES WITH HFRS:**

- Recognition of trade unions (FOA and the RFU) submitted to the NJC
- Service Order on Leave (still has issues to be resolved) outstanding issues submitted to the NJC, leave year to be changed
- Rank to Role (but USAR, Control and ICU still to be done)
- Make Up Drills wholetime retained
- Regional Controls, estimates of £2Billion to achieve this now; government announce queue waiting and priority call waiting
- Retention/Redeployment/Redundancies in Control, HFRS have ignored our views on this issue and once again show their contempt for the personnel they employ
- Career Breaks, still on hold
- Wholetime retained service order (supplied by FBU) thanks to Eddie and Berkshire for this, the service is not going to issue this, instead they intend to write a process into the new retained duty system. No sign of this yet
- Catering allowance submitted to the NJC
- Spoilt meal allowance retained duty system submitted to the NJC
- Facilities agreement – Brigade Secretary
- Competent Pay one area still in dispute
- Light Weight Tunics, still under review
- Station Cleaners, no reply by the service
- Middle management review submitted to the NJC

#### **11. Membership Secretary's Report**

Gary Sams reported there were concerns over the dwindling balance of funds and the need to be more careful over future expenses. The Committee then decided to clarify the amount for any future contributions towards Floral Tributes for Funerals etc and it was proposed by Bro Jordan that the amount should be £25, seconded by Sis. Barton. Agreed unanimously.

#### **12. Report from HFA**

Nothing to Report

### 13. Health & Safety

Fire Express Redbridge – Reports received of Redbridge Water Tender waiting for the Fire Express to arrive at an incident before putting the fire out! Conrad Jordan to raise at next Health & Safety meeting.

Concerns over introduction of new business continuity plan for Fire Control. HQ Staff and Officers are being trained up to answer admin calls (approx 2 hours of training) for times when Control is under crewed. Grave concerns over this as fire calls are sometimes received on admin lines and also you can accidentally answer a fire line if it comes in at the same time as an admin line it will take priority. Conrad Jordan to request the risk assessment on this.

#### Working Group Topics:-

- **Footwear in appliance rooms;** relating in general to administration assistants who need to enter the appliance rooms for access. Recommendation that a low heeled 'sensible' shoe be used.
- **Oxygen therapy recording;** still ongoing with the changes/ upgrades to this equip to be included.
- **Casualty handling;** HFRS have now tightened the controls over the type of calls that we will respond to for casualty movement purposes only.
- **Working near water;** A working group has been set up to look into this activity with regards to risk assessing the activity and production of a safe working policy. Ongoing.
- **Sharps container;** A look at the feasibility of providing a container on every appliance to enable crews to safely dispose of any sharps they may encounter at incidents etc. This also will include the eventual disposal and replacement program.
- **1/4ly H&S Inspections;** concerns are being raised by the occ health dept about the low no's of returns for these inspections. Any FBU members who are or would like to become a H&S rep should contact Steven Evans (Red watch 54) [steven.evans@hantsfire.gov.uk](mailto:steven.evans@hantsfire.gov.uk) or [hsw.chair@hantsfbu.org.uk](mailto:hsw.chair@hantsfbu.org.uk)
- **Driving of fire appliances wearing boots;** concern raised by driver training over the wearing of boots when driving fire appliances. This item is ongoing.
- **Protection of scrap cars;** it was agreed that scrap cars used for RTC trg should only be covered with the sheets provided and nothing else. Some stations that have procured 'Harris' fencing should not utilize as it generates other risks to inquisitive persons.
- **Failed/ missed medical appointments;** Proposals to combat the no's of missed appointments were discussed. Ongoing.
- **Lone Working;** A working group has been set up to develop a generic policy for lone working by HFRS personnel. This will provide a minimum standard that must be achieved / maintained be any functions that would wish to carry out this form of work.
- **Noise Regs;** following the introduction of the new noise regulations with a reduction of the threshold from 85 to 80DbA. Occ health are now looking into the standards of ear protection provided along with full assessments of the risks utilizing a newly purchased noise meter when training has been undertaken. (until that time Scientific services will be utilized for all noise assessments)

#### **Highlights from H&S meeting 20/4/2006**

- Lightweight Tunic Trials, Nick advised that Jerry Leonard had now taken on this responsibility.
- Conrad Jordan asked about facilities for women at Fire Stations and particularly at Andover, due to the change of crewing arrangements there and Graham Starke said that it was planned to undertake this work at Andover and at other stations as they are modernised.
- Conrad Jordan raised the point that the reduced time set aside for Physical Training on the proposed new working routines could impact on fitness levels. Dave Curry explained that physical fitness is an individual's responsibility and believed that the proposed two hours allowed was adequate. However, if a drop in fitness levels is seen, the Service will respond accordingly.
- Nick Burchill said that the Working Group was very busy and working well.
- Nick Burchill said that a new item the Working Group will be looking at is the 12m ladder which is causing some concern. Conrad Jordan confirmed that this piece of equipment has not been

well received by his members.

- Geraldine Malley advised that they have arranged for PPC to visit Day Crewed Stations which are changing to Continuously Crewed to give advice and support to staff and their families.
- Kevin Evenett explained the history of problems with recruitment and meeting operational response times at Stockbridge. In order to improve response times, it is proposed for two riders initially to respond to incidents in a Landrover with the remainder of the crew attending with the tender as soon as possible. A full set of risk assessments have been done and a Mobilisation Policy will be issued shortly and it is planned to go live in 1 June. Kevin Evenett undertook to forward copies of the Risk Assessments to Steve Evans. The FBU raised their objections and do not support this trial.
- The FBU Officers Section said they will be forwarding a letter to Dave Curry on Management's workloads and the stress being caused by the amount of work and lack of direction being received on priorities.
- At the last Establishment Meeting, it had been decided to increase the trainee intake in May and Perenna confirmed that arrangements had been made to accommodate the extra medicals required. Dave Curry said it was now planned to assess trainee intakes 12 weeks in advance to ensure Occupational Health have sufficient time in future. The FBU raised concerns that applicants were not being given enough time to give notice to their current employers and that HFRS were not giving enough time for applicants if they failed the medical first time.

**Finally;- A REMINDER TO ALL OF THE 'HEALTH PROMOTION WEEK' OCTOBER 5, 6 & 7TH @ OCC HEALTH DEPT, EASTLEIGH**

**14. Fairness and Dignity**

Kate Ellis requested that the figures supplied for users of the Welfare service be broken down into a different format to show which minority groups ie. Women etc have encountered problems. Conrad Jordan to contact the Welfare Officer. Also figures produced from Exit interviews also to be supplied.

Lud Ramsey reported that the SE Region is looking to appoint a Regional Equalities Officer.

**15. Branch / Section Reports.**

Andover	All Wholetime Time off in Lieu has been stopped As a result the retained have been asked to stand in for the Wholetime crews as they are short crewed. Kevin Evenett has said they will not be paid they will just get a Turnout Fee. The Retained have therefore refused to do this.
B&EMM	The BEMM DVD was shown at HQ, this was successful.
Basingstoke	Nothing to report
Bishops Waltham	Nothing to report
Control	Outstanding grievance over Acting Up per shift allowance and refusal to pay for part shifts despite custom and practice on station and the fact that it is written into the new Contracts being issued.
Copnor	Nothing to report
Cosham	Nothing to report
Droxford	Nothing to report
Eastleigh	Nothing to report
Education	Nothing to report
Fareham	Nothing to report
Fleet	Nothing to report
Gosport	Nothing to report
Hamble	Nothing to report
Hardley	Nothing to report

Havant	Nothing to report
Headquartes	Nothing to report
Hightown	Nothing to report
Kingsclere	Nothing to report
New Milton	Nothing to report
Odiham	Nothing to report
Officers	The branch will be holding a meeting on workloads later this month. It was confirmed that for the time being the branch will still be known as the Officers Branch even though the rank to role process has been completed. Clarification is also sought on CPD and ARAs. Conrad Jordan dealing.
Portchester	Nothing to report
Redbridge	Nothing to report
Retained	The next Retained Section meeting is on 11 <sup>th</sup> May at 1930 hrs at Winchester Fire Station.
Romsey	Nothing to report
Rushmoor	Nothing to report
Southsea	Nothing to report
St Marys	Nothing to report
Stockbridge	Nothing to report
Sutton Scotney	Nothing to report
Tadley	Nothing to report
Training Centre	Nothing to report
Waterlooville	Nothing to report
Whitchurch	Nothing to report
Winchester	Nothing to report
Women	A proposal on facilities for female operational staff is being put forward at the next Local Diversity Group Meeting on Tuesday 9 <sup>th</sup> May.
ULF	Harry Williams requested that ULF is an agendered item at every BCM. The 23 <sup>rd</sup> May is Learning at Work Day, part of Adult Learners Week.

**16. A.O.U.B.**

Eddie Burrows raised some queries on behalf of Basingstoke branch in relation to the new contracts. We would also remind members that each contract is individual not generic, do not assume someone else has picked up any problems on your behalf. If you do not agree or require any amendments write them in and send it back to HR. unsigned with a covering note.

Conrad Jordan confirmed that the minimum notice period now for everyone is 4 weeks. Control is yet to be issued with their new contracts.

Discussion held on working routines and leave year. A full copy of this will be sent to branches to view the background to this resolution.

“This Brigade Committee demands that regardless of the new working routines, the weekend night routines agreed locally between the FBU and Senior Management, be reinstated immediately or that the leave year reverts back to how it was before the agreement i.e. January to December as per the minimum standard as laid out in the Grey Book.”

Proposed by: Nigel McCullen, Seconded by: Eddie Burrows: Carried unanimously.

A second Resolution was discussed but was proposed that it be sent out to branches to discuss and bring back to the BCM next month

17. Date / Venue of next meeting.

**Brigade Committee meeting**

**Wednesday 7th June 1000 – 1700 hrs at Winchester Rugby Club**

Please remember this meeting is important and all branches should send either a branch representative or a branch delegate to put forward your branch views.

**Meetings are programmed to last 10:00-17:00. Please try to be available all day. Time off is available from night shifts before and after the meeting.**

Log on to [www.hantsfbu.org.uk](http://www.hantsfbu.org.uk)  
For further information on your union

# Diary of Events

## January

4<sup>th</sup> Hampshire BCM.

## March

1<sup>st</sup> Hampshire BCM.

## May

3<sup>rd</sup> Hampshire BCM.

9-13<sup>th</sup> Annual Conference Southport

## July

5<sup>th</sup> Hampshire BCM

## September

6<sup>th</sup> Hampshire BCM

6<sup>th</sup> Submission of Resolutions for Conference 2006.

## November

1<sup>st</sup> Hampshire AGM

1<sup>st</sup> Hampshire BCM

## February

8<sup>th</sup> Hampshire BCM.

## April

5<sup>th</sup> Hampshire BCM.

## June

7<sup>th</sup> Hampshire BCM.

## August

2<sup>nd</sup> Hampshire BCM

2<sup>nd</sup> Branches Resolutions for Conference 2006

## October

AGM of Branches.

4<sup>th</sup> Hampshire BCM

4<sup>th</sup> Nominations for Conference 2006

## December

6<sup>th</sup> Hampshire BCM

6<sup>th</sup> Delegates to Conference 2006

6<sup>th</sup> Voting on Resolutions for Conference 2006.

**Please note that all the meetings will be on the first Wednesday of every month. With the exception of February which will be on the second Wednesday, 8/2/2006.**

**Please put these dates in your diaries and your workplace diaries**

**Meetings are programmed to last 10:00-17:00. Please try to be available all day. Time off is available from night shifts before and after the meeting.**

**Tea & Coffee available from 09:30**

**Meetings to be held at Winchester Rugby Club, Nuns Road, Winchester**

## FBU Brigade Committee Members Contacts

	<u>Position</u>	<u>Station</u>	<u>Mob. Tel. No.</u>	<u>Work Tel. No.</u>
<b><u>Brigade EC</u></b>				
Lud Ramsey	<b>Chair</b> chair@hantsfbu.org.uk	31 Day	07917065877	01264 339000
Conrad Jordan	<b>Secretary</b> secretary@hantsfbu.org.uk	31 Day	07917065876	023 80613151
Gary Sams	<b>Membership Secretary</b> mem.sec@hantsfbu.org.uk	Retained 31	07917065878	
Nigel McCullen	<b>Vice Chair</b> vice.chair@hantsfbu.org.uk	24 W/W	07719534535	023 92871303
Sharon Eames	<b>Assistant Secretary</b> assist.sec@hantsfbu.org.uk	Control B/W	07917065865	023 80644000
Ian Carpenter	<b>Assistant Membership Secretary</b> assist.mem@hantsfbu.org.uk	31 Day	07932 658980	01264 339000
Eddie Burrows	<b>Communications Co-ordinator</b> comms@hantsfbu.org.uk	01 B/W	07875 498027	
<b><u>Sections</u></b>				
Steve Evans	<b>Health &amp; Safety Co-ordinator</b> hsw.chair@hantsfbu.org.uk	54 R/W	07973 845111	023 80333254
<b>VACANT</b>				
Andy Eades	<b>Fairness &amp; Dignity Officers</b> officer.chair@hantsfbu.org.uk	20	07810378244	023 92662926
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Paul Christopher	<b>Welfare Coordinator</b> welfare@hantsfbu.org.uk	HQ		023 80644000
<b><u>Divisional Reps</u></b>				
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<b>VACANT</b>				
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### Hampshire FBU Website

www.hantsfbu.org.uk  
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