

OFFER OF DISPUTE RESOLUTION AGREEMENT

PREPARED FOR ASLEF, RMT, TSSA AND UNITE

21 JANUARY 2016

INTRODUCTION

This document outlines the settlement proposal for the following issues of dispute:

- FIT FOR THE FUTURE-STATIONS
- NIGHT TUBE
- RATES OF PAY & CONDITIONS OF SERVICE 2015

The proposal also addresses the issue of Work-Life Balance in the context of the dispute.

WORK-LIFE BALANCE

This resolution proposal has as its basis the best work-life balance for staff while addressing the needs of the business and may require additional staff resources.

In the context of the Fit for the Future Stations and Night Tube disputes, we acknowledge our joint commitment to helping staff achieve the work-life balance that works for them. We remain committed that:

- No-one will work more hours than they do today
- Staff will always have appropriate rest periods between shifts
- Individuals will be entitled to an average of 2 days off for every 5 shifts worked
- Staff will continue to have the option to swap their shifts with their colleagues if they choose
- Through local consultation, staff can help to shape their working patterns
- Annual Leave will remain as today

FIT FOR THE FUTURE-STATIONS

As part of the change process, LUL and the TUs have worked hard to minimise the impact on staff and have guaranteed:

- All stations will be staffed when trains are running.
- A guarantee of a job for everyone who wishes to remain with the organisation
- **Nobody will lose money - all staff mapped to a grade of an equivalent salary**
 - **A choice around work location - no permanent member of staff will have to move more than 30 minutes to their new role, with over 80% of staff securing their preferred location. Part time staff will maintain their existing shift patterns and hours unless they choose to make a change.**
 - **The salary and location guarantee applies to all station staff including those who have a medical restriction confirmed by London Underground Occupational Health at the point of mapping into a new role under Fit for the Future – Stations**
 - **The Trade unions will be able to raise issues regarding Location Matters at the Stations Movements Committee.**
 - **Individual cases in relation to SAMFs being mapped to CSS2s will continue to be considered in line with the Main Agreement.**
- Through the consultation 115 posts have been added back in from the original proposal at November 2013, with 118 posts converted to higher grades or switched from part time to full time.

Further commitments to staff

The following commitments are given in order to maintain and enhance work-life balance for all affected staff post implementation:



- The greater majority of like-for-like rosters at an Area level will have a comparable number of weekends off when compared to Rostered and Reserve working today. This will improve further through local discussion and consultation. **In line with this, opportunities are already being explored for the vanguard locations. Beyond the commitments already given around the allocation of fixed rest days in 3 and 4 week cover blocks, local teams will clearly be able to administer further weekend rest days in line with the required level of weekend coverage.**
- All staff will have 28 days notice of rest days and duties on cover weeks – these rest days are guaranteed. **In response to urgent operational needs and where all other options (including Higher Grade Working and overtime) have been exhausted, there may be a need to change a duty with between 48 and 24 hours' notice without mutual agreement. If this occurs, the individual affected will not be required to move duties without mutual agreement with less than 48 hours notice again in the subsequent six month rolling period. Further discussions will take place at the Company Council Sub group to explore options to continue to minimise uncertainty for staff on cover weeks whilst maintaining coverage flexibility.**
- HDP will be paid if: A member of staff takes on the duties of another role for an entire shift, or covers a higher graded role for a minimum of 2 hours where an additional licence is required.
- **SRT staff hours will be monitored over a 12 week period**
- In the interests of operational resilience, occasionally staff on a cover week may be required to work at adjacent cover groups on their line (licencing and familiarisation permitting).
- **The new Stations Framework will include guarantees that LU will continue to follow the stipulations in the Main Agreement on external recruitment, and a further explanation on licencing arrangements. Negotiations will continue to take place on the new Transfer and Promotion processes.**
- Existing DSMs will retain their existing overtime rate
- **For the 2016 leave year, existing DSMs will be able to approach their Area Manager to book leave directly. From 2017/18 they will join the rostered annual leave system.**
- The new operating model will be reviewed within 12 months of implementation – ensuring it meets customer service targets and that our resource levels keep up with rising customer demand and ensures continued safe operation for customers and staff.

As a result of this agreement, LUL and the TUs can jointly commit to the start of the new operating model on 7 February 2016

NIGHT TUBE

Commitments to staff

LUL and the TUs jointly commit to minimising the impact of the introduction of all-night passenger service operation on a Friday and Saturday night on staff by:

- Recruiting more staff where additional resources are needed (e.g. additional Night Tube CSAs, new 'part time' T/Ops; **with c.700 staff in total**)
- Putting in place roster patterns that minimise loss of weekends off (Saturday and Sunday rest days rostered together)
- A post implementation review will be conducted of all functional-level arrangements by each relevant Council including consideration of staffing levels

LUL and the TUs will work together to finalise the rostering arrangements for all grades affected.

The impact of introducing Night Tube for each area is as follows:

- **Stations & Structural Maintenance:** No changes are required to working patterns for Night Tube.
- **Fleet:** No changes are required to working patterns for Night Tube.



- **Track & Signals:** No existing members of the BCV teams will be compelled to move from Monday-Friday night rosters to Sunday-Thursday night rosters. We recognise that some staff may find transferring to Sunday –Thursday night rosters desirable, and therefore we will seek volunteers to transfer to this shift pattern. Staff who work the Sunday-Thursday shift pattern can accrue additional rest days, if additional useful time is worked on a Sunday.
- **Service Control:** Recruiting more Service Controllers, Signallers and LIS staff to ensure adequate cover for Night Tube for all roles. Service Control staff are already rostered to work night duties with the exception of LIS staff on the Central and Piccadilly lines

LUL and the TUs are confident that Night Tube duties can be covered by staff who would choose to work these shifts. Service Control staff working Night Tube lines will be allocated Night Tube duties in their roster and they will continue to be able to swap their duties with their colleagues.

Long term changes to rostering practices to improve work-life balance will be discussed at Functional Council. The agreed Terms of Reference for this work are to examine section 6 of the PSCA, and any *opportunities* to:

- a) Create additional banked rest days for Service Control staff by changing rostering parameters.
- b) Arrange hours differently across the working week – in principle LU supports arranging the working week differently, including working compressed hours over 4 days where agreed
- c) Minimise any increase in weekends worked

This work will be led by the Functional Council, but with oversight and accountability retained by the LU Company Council. LU and the TUs will work jointly to start to implement changes meeting the aims above within 12 months of this agreement being made, if not before; acknowledging that any changes must be safe, affordable and mutually beneficial. This work will be governed under the terms of the post agreement joint initiatives, with a first report of progress due within three months of this agreement.

- **MATS – DTSMs:** Recruiting more staff as required to provide cover, with minimal change to rosters.
- **Stations:** From February 2016, under the new operating model, at a number of areas we will employ dedicated Night Tube part time CSS1s to cover the Night Tube duties.

For CSAs, we have already hired c.300 more part time/full time CSAs specifically to cover Night Tube at the majority of locations. We will recruit additional part time CSAs to provide cover for the remaining station areas, meaning that no existing CSA will need to work Night Tube shifts.

- **Trains:** LUL will,
 - Recruit part time operators to work the Night Tube shifts
 - Employ these new part-time operators for at least 15 hours per week
 - These part time operators will work their contracted hours. The framework agreement applies.
 - Pay part-time operators at a pro-rata rate based on a full time train operators salary, and give them access to the same benefits as their full time colleagues
 - Ensure they are trained to the same standard as existing operators



All existing Train Operators will be given the choice whether or not to become a Night Tube 'Part time Operator' and have priority to move to these roles over any external applicants.

No existing Train Operators will therefore need to work the Night Tube shifts unless they choose to do so. No train operator at a Night Tube depot will work more weekends (defined as Saturday and Sunday rostered together) than today due to Night Tube

The section entitled 'Night Tube' covers the only changes required to deliver the all night passenger service on a Friday and Saturday night. Agreements will be amended, where needed, to ensure consistency with the arrangements above. All other agreements remain unchanged.

Special Events working

- A 'Special Event' remains as defined by the relevant clauses of the PTOA and PSCA.
- Special Events will continue to be recognised in line with the PTOA and PSCA

As a result of this agreement, LUL and the Trade Unions can jointly commit to the successful launch and operation of Night Tube.



RATES OF PAY AND CONDITIONS OF SERVICE 2015

In the context of this dispute settlement, recognising all elements, the following offer is made on Pay 2015:

Term

A 4 year deal covering 1 April 2015 to 31 March 2019

Basic Salary

1 April 2015

An average increase on Basic Salary of 2% from 1 April 2015 comprising as follows:

- 1%¹ plus, a flat rate of £500 consolidated increase for all grades in recognition of our transformation to a 24-hour passenger service operation

This is an above inflation increase for 2015/16.

1 April 2016

- RPI² or 1%, whichever is the greater.

1 April 2017

- RPI³ or 1%, whichever is the greater.

1 April 2018

- RPI⁴ plus 0.25%, or 1% whichever is the greater

Payment of Basic Salary, to all eligible staff, backdated to 1 April 2015, will be paid through the first available Payroll following acceptance of this Offer.

Night Tube Launch Payment

The Night Tube service will initially be launched on the Central, Piccadilly, Jubilee, Victoria and Northern Lines and then rolled out to other lines in future years. In recognition of this LUL undertakes to make a:

- £500 non-consolidated payment to all operational staff upon the successful launch of Night Tube.

This will be paid through the first available Payroll following the successful launch of the service. The successful launch of Night Tube is defined as the service operating as planned for customers, with all rosters and changes to working arrangements in place to ensure sustained, continued operation

Fit for the Future-Stations Launch Payment

LUL undertakes to make a:

- £500 non-consolidated payment to all Stations-grade staff, upon the successful implementation of the new model.

This will be paid through the first available Payroll following the successful launch of the new model in February 2016.

¹ RPI February 2015, published March 2015

² RPI February 2016, published March 2016

³ RPI February 2017, published March 2017

⁴ RPI February 2018, published March 2018



POST AGREEMENT JOINT INITIATIVES

LUL and the TUs commit to a set of post agreement joint initiatives to give:

A. More choice to staff to enhance their work life balance

In principle LU has no objection to staff **across the organisation** working a compressed working week, or indeed any working pattern, as long as it is safe and mutually beneficial.

LUL and the TUs will work together to introduce a variety of working patterns that give staff greater personal choice, e.g. improving choice on the number of hours worked for staff.

For Trains specifically, based on discussions undertaken to date, this means we will:

- Trial a four day – 36 hour working week on the Jubilee line
 - Launch this on or before 30 November 2016
 - Run the trial for six months
 - Following a successful trial, extend opportunity for four day, 36 hour working across the network
- Introduce a range of pro-rata working arrangements
 - Launch these arrangements on or before 1 July 2017
 - Give existing train operators the opportunity to change the number of days they work (e.g. by 1, 2 or 3 days per week)
- Find new ways to resource weekend working from 1 July 2017, taking into account personal choice and preferences where possible, to allow:
 - *LU to maintain the same % of weekends off within rosters as the service expands, and the same % of Saturday/Sunday rest days*
 - *An increase in number of Saturday and Sunday rest days over the period of the deal.*
- At all depots, ensure no increase in weekend working for existing operators (based on Duty Schedules as of 20 January 2016) between now and 1 July 2017. This will be achieved by best use of existing resources and part time operators.

Any change to working arrangements should be safe and mutually beneficial, for example delivering better work-life balance and more choice for staff, as well as business improvements.

B. More options to improve personal career development e.g.

- Pursuing opportunities to create a reciprocal agreement with LOROL and TfL Rail for staff to move to other similar roles within the TfL group
- Working with staff to identify new opportunities to improve personal development within LU

LUL and the TUs acknowledge that some or all of the above may require amendments to current agreements and changes to working practices.

Each Functional Council will need to determine whether or not it take up the opportunity to participate in the initiatives above over the next 12 months recognising their own constraints and appetite for change. Oversight will be retained by LU Company Council.

For Trains, a dedicated sub-group of LU Company Council will be set up with the specific remit to deliver all commitments listed. This will report progress every 4 weeks (or as required).