

**Acas Agreement between LUL, RMT and Unite (12 February 2010)**

1. Both the company and the trade unions recognise that the majority of employees in CMO currently work Monday to Friday and are not rostered to work at weekends.
2. A joint working party will establish the terms of reference within two weeks of the date of this agreement.
3. The company and the trade unions agree to form a joint working party, which will be a subcommittee and will report to the Company Council by 12 April 2010. The joint working party shall seek to reach an agreement on the process through which changes to rosters and shift patterns can be discussed between the company and the unions. This process will be based on the principles of the Machinery of Negotiation and Consultation.
4. The working party will also consider and determine ways to make cost savings through working arrangements.
5. During these discussions it is agreed by the company that there will be no imposition of changes to shift patterns or rosters.
6. On the basis of points 1-5 above being agreed, RMT and Unite will suspend industrial action pending the outcome of the discussions listed above.
7. The agreement refers to employees employed in CMO from 12 February 2010.



Gerry Duffy  
London Underground



John Morgan-Evans  
Unite

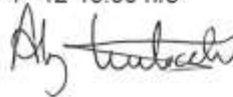


Steve Hedley  
RMT

Terms of Reference as detailed in ACAS Agreement of 12<sup>th</sup> February 2010

1. With reference to 3 of 12<sup>th</sup> February ACAS Agreement relating to CMO

“The joint working party shall seek to reach an agreement on the process through which changes to rosters and shift patterns can be discussed between the company and the unions. This process will be based on principles of the machinery of negotiations”
2. The purpose of the Joint Working Party is to address the following key components of this process.
  - 2.1 Determine the present potential issues by listing Outline Roster proposals known for 2010 that involve predominantly Monday to Friday staff proposals to cover Weekend Working (or other significant change). This will include:
    - Groups of staff (and numbers) involved
    - Workload drivers (e.g. Projects, Upgrades)
    - Savings drivers
    - In general how often Rosters to be reviewed
    - Trade Union Issues (such as work life balance; health and safety etc)
  - 2.2 Review benefits/dis-benefits of particular roster solutions. This will include:
    - Consideration of volunteers for specific rosters and how solutions may be staffed
    - Consideration of Reward/ remuneration
    - Consideration of flexible working options
    - Facilitate external work being brought in-house
  - 2.3 Review and proposal of a timely escalation process to avoid future disagreements and facilitate discussion and agreement on rosters.
3. Framework to be produced by 12<sup>th</sup> March
4. 12<sup>th</sup> -23<sup>rd</sup> March Interim Report for MRCC
5. 12<sup>TH</sup> April complete report
6. Management members of JWP to be B Doyle (Chair), D White, C Game, P Tulett, T Deller with Eileen O'Neill providing support. Staff side 3 RMT and 2 Unite reps to be confirmed. Target first meeting Thursday March 4<sup>th</sup> 12-15.00 hrs



B Doyle Head of Track and Signals 26<sup>th</sup> Feb 2010



12<sup>th</sup> MARCH 2010

**DRAFT PRINCIPLES OF CMO CHANGES TO ROSTERS**

The principles below are the output of the Terms of Reference agreed and signed on 26/2/2010. They relate to item 1 and should be taken into account when new rosters are discussed.

1. Annual Roster Review

As per ACAS Agreement it is recognised that the majority of employees in CMO currently work Monday-Friday and are not rostered to work weekends. It is required that rosters are to be prepared in accordance with relevant Framework Agreements and individual Employee Contracts of Employment.

2. Health & Safety at Work

Rosters shall be compliant with relevant LUL Standards and legislation

3. Work/Life Balance

Consideration will be given to work/life balance issues, including existing custom and practice, Fatigue Index ratings, and the benefits of quality periods of rest.

4. Annual Roster Timetable

Where significant changes to rosters are proposed, Management will aim to begin the review process by no later than July each year. Rosters should be finalised by 1 October with a view to implementation on the first Sunday in 1 January.

5. Template Rosters

The JWP may provide template rosters to Local Level on request. Under normal circumstances, a maximum of two agreed roster options should be proposed to staff at Local Level in order to facilitate the maximum employee support.

6. Work Volumes and Track Access

Rosters will take account of current and proposed work volumes. Wherever possible, Management will seek to minimise peaks and troughs in work volumes.

7. Costs

Management and the trades unions will give appropriate consideration to each others positions in relation to the cost, reward and recognition implications of proposed rosters. Proposed rosters will need to be economic and efficient.

8. Robustness

The construction of rosters will be robust and in particular should take account of annual leave, sickness and training requirements as necessary.

9. Overtime

Overtime to be worked in accordance with Clause 6.1.5. of the Main Agreement, Clause 9 of the Pay Agreement 2006 and the relevant Framework Agreements, Rostered overtime should normally be avoided.

5 March 2010

## **ROSTER CHANGE ESCALATION PROCESS**

### **Principles**

- The Joint Working Party (JWP) shall agree the principles for roster changes and these shall be implemented at Local Level. Consistent with the Machinery and existing custom and practice, where significant changes are proposed, dependent upon the nature and magnitude of the proposed changes, either joint Level 1's or Functional Councils may also be convened
- Problems will be identified, discussed and resolved at the lowest possible level consistent with the principles enshrined within the Main Agreement and the Machinery.
- The shared challenge for the Roster Resolution Committee will be to ensure that sufficient clarity is afforded to key principles and any subsequent matters of interpretation, that its activities can be effectively transferred to the respective Functional Councils by no later than 1 January 2011.
- All Health and Safety issues will be dealt with in accordance with the relevant Health and Safety Machinery

- **ESCALATION PROCESS:**

#### LOCAL LEVEL

Agree Solution	Problem Solved
Disagree	Refer to Functional Level if proposal fails to demonstrate business requirement for the proposed coverage arrangements or proposals are non-compliant with the agreed principles and/or relevant Framework parameters or raises some other unforeseen issue of principle.

#### FUNCTIONAL LEVEL

Agree Solution	Problem Solved [may need to refer back to Local Level for final resolution/implementation]
Disagree	Refer to Roster Resolution Committee (JWP) where disagreement on interpretation of point of principle.

## ROSTER RESOLUTION COMMITTEE

Agree Solution	Problem Solved [may need to refer back to Functional/Local Level for final resolution/implementation]
Disagree	Where Roster Resolution Committee fail to resolve matter of principle the matter shall be referred to the CMO

## CMO

This represents the final stage of discussions within the Machinery. Where the CMO chooses to hear a matter and the issue is not resolved then the internal escalation process will be exhausted. However, in accordance with the "Resolution of Disputes" procedure contained within the Machinery of Negotiation and Consultation, the parties may, by agreement, refer the matter to ACAS or other agreed body.

London Underground Limited

RMT

Unite