

Grade Consolidation & Recovery

Proposals to Trains
Functional Council
on the Consolidation
the Night Tube
Grade and train
service recovery

256
PICCADILLY LINE



EVERY JOURNEY MATTERS

Grade Consolidation and Recovery

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1. What this document covers

This document outlines the proposal to consolidate the TO23 and TO2I grades and make changes to the framework which will allow TO2I Train Operators to be able to operate passenger trains for Night Tube services. It covers the shift allowance paid for night tube duties and the circumstances by which these payments are made. It also covers the arrangements for recovering and stabilising the train operator headcount by making some temporary amendments to how we transfer existing and train new train operators. Finally, this document covers the three issues raised by staff sided which we have agreed to accept as part of this proposal.

2. Why do we need to change

Because of the global Coronavirus Pandemic and the effects that it has had on our ability to train new train operators, we currently have a shortage of approximately 180 TO2I Train Operators across the network. Current safety controls, the five pillars of training in place for COVID limit our ability to train people in the timeframes we have previously and restrict our ability to regain headcount whilst continuing to maintain TO23 numbers simultaneously. Attrition, the rate at which train operations leave the grade through retirement, promotion and resignation, is in a normal year around 10% of the grade. This stalled in 2020 and we are already seeing it increase again. Consolidating the grade will allow us to recover to pre-pandemic resourcing levels much quicker than originally planned.

From feedback we know that the majority of Night Tube Train Operators want to transfer to full time and the majority nominate to TO2I as soon as they enter the TO23 grade. Many of these staff would have potentially already transferred by now. However these staff are now unable to transfer as there is not the training capacity on the lines and there is a need to protect Night Tube resources to allow for as quick as a restart as possible to the Night Tube Service.

Grade consolidation will enable:

- an immediate increase in the numbers of TO2I Train Operators from the TO23 grade staff
- in the short term, further increase in TO2I numbers due to early transfers
- instant better coverage at depots on Night Tube Lines to enable us to provide our timetabled service levels
- moves to take place and a return to Business as Usual (BAU) working in a shorter timeframe
- support the recovery of London
- allow for the re-introduction of Night Tube services to further support the night time economy



3. How the consolidation process would work

From the implementation of this agreement all TO23 train operators will be moved into full time roles (TO2I).

Those not wishing to move to full time will be offered Saturday & Sunday day duty roles (TO26).

If there are still TO23 staff who do not want either of these two options, they will remain in the TO23 grade in a legacy arrangement working the same type shifts as today on the same terms and conditions.

Night tube, when reintroduced, will be rostered as normal onto the main duty rosters. TO2I staff carrying out a “night tube duty” will receive a shift premium payment for the shift worked.

4. Changing Grade (TO23 Operators)

On implementation date, all available TO23 Train Operators wanting to, will be moved to the TO2I Train Operator grade. Those who do not want to become TO2I Train Operators will be offered a one-time offer to become a TO26 Train Operator working Saturday and Sunday day shifts.

If an individual wants to remain as a TO23 then they will remain as a TO23 but will forfeit the right to move to TO2I under this agreement. All of their nominations to TO2I will be cancelled. The individual may then re-nominate at any time if they wish, and any movement into the TO26 or TO2I grade will be via TOPRA. This is to prevent individuals not exercising their right to transfer from blocking waiting lists for those people who do want to move.

TO23 duties will be retained for these individuals and be maintained outside the roster whilst the individual is in role.

For staff transferring to TO26 grade, shifts for these individuals will be chosen and maintained outside the roster. Waiting lists for TO26 positions will be created and advertised for nomination.

Those TO23 Train Operators who are unavailable will be held until they are available at which time they will have a one off opportunity to choose either the TO26 or TO2I role.



5. Scheduling

In the next recast of the duty schedules night tube work will be scheduled in the main TO2I rota for each line, where night tube services are starting.

Frequency of Night Tube duties:

The frequency that Night Tube duties occur on the main rota will continue to be kept to a minimum. This will be achieved by ensuring the minimum amount of night tube duties are generated to cover the timetabled work and then spreading the duties over the depots on the night tube lines to minimise the rotation at each location. The frequency at which night tube duties occur on the main roster will be no more than one week in twelve. At many locations they will be even less frequent.

Location of Night Tube duties:

There will be a re-roster of all night tube lines ready for night tube start to encompass all depots within the night tube envelope. Where a depot is not on the night tube network the proportion of night tube turns may be minimal.

Fixed Shift Link Depots:

The allocation of night tube duties at depots that have fixed shift links will be discussed by the level one committee.

Remote booking on and off:

There will be no additional remote booking on and off locations for NT duties as part of this process.

Leave Covers:

Night Tube shifts will not be rostered consecutively during leave cover weeks.

Weekend working:

The agreements relating to weekend working (as outlined in the guidelines for train staff duty schedules and rota) will remain however night tube duties which afford shift premium will be excluded from the weekend working calculations.

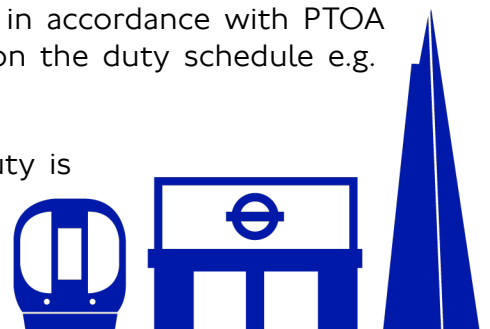
Engineering work

If additional night tube duties are required at a depot for engineering schedules, twenty-eight days notice will be given for those night tube duties.

6. Payments

On completion of the duty a premium payment will be entitled to be paid for any TO2I/IO2I scheduled to operate a night tube passenger duty on a Friday or Saturday night between the hours of 01:30 and 04:45 (or 01:45 and 04:30 in accordance with PTOA Appendix 5). This will include any duty rostered to work on the duty schedule e.g. rostered spare or night tube run as required.

Any duty which is part completed where over half the duty is worked will be paid half the premium payment.



Only one premium payment will be paid per scheduled duty.

A payment will not be paid for train operators in training, on confidence trips or other build up activities where they are accompanying another operator so none of these activities should be arranged for night tube shifts.

This payment will not be paid where other agreements exist such Boxing Day and New Year's Eve. Under no circumstances will two payments be made to one individual for a shift.

This payment will be non-consolidated.

Any late running of trains into night tube hours will not receive payment but will instead receive overtime in line with current arrangements.

The premium payment for a night tube shift for all eligible staff will be calculated at 3.5 hours of the standard hourly TO2I/IO2I rate.

Using the implementation notice for the salaries effective from April 2021 the premium payment would be calculated as:

TO2I Weekly = £1,130.02

Hourly Rate = £1,130.02 ÷ 35 = £32.28

Night Tube Premium @ 3.5 hours = 3.5 x £32.28 = **£113.00**

IO2I Weekly = £1,178.61

Hourly Rate = £1,178.61 ÷ 35 = £33.67

Night Tube Premium @ 3.5 hours = 3.5 x £33.67 = **£117.86**

The premium calculation will change each year in line with the rate of change of base salary.

7. Syndicates and mutual duty exchanges

Syndicates and mutual duty exchanges will take place as per normal arrangements. These will be monitored as per current arrangements.



8. Headcount Recovery

For the period of recovery the following principles will be worked to ensure consistency and to ensure that individuals needs are balanced with that of the organisation. Moves will be monitored by the Movements Committee.

Phase 1: TO23 Moves

Moves to the same line:

Where there is a vacancy on the line, the waiting list for the depot will be looked to first to fill it from TO23 staff on the same line.

Where there is no vacancy then the TO23s move will be to the recovery pool.

Moves out of the line:

If there is an eligible vacancy on another line then waiting lists will be used to fill vacancies with TO23s where possible. The conditions for this will be that a backfill is immediately available on the TO23s line, and there is sufficient scope to train on the receiving line.

Where there is not backfill at all locations on the line TO23s will move to the original line recovery pool initially.

Phase 2: Other moves

Once TO23 moves have taken place we would look first to stabilise TO21 numbers and then other vacancies will be looked at. A small number of moves would likely be necessary initially with others being held until after TOTP had brought resourcing levels to a point at which TO21s could be released for transfer.

Where a backfill is available we will look to make the move once training has stabilised

Where a backfill is not available, we will leapfrog with:

- Someone further up the list where a backfill is available and the person would be moving anyway.

OR provide cover with:

- A new Train Operator Training Programme candidate who would move to a recovery pool position at that location.

Phase 3: Restabilising

Once TO21 trainees have stabilised overall TO21 numbers Train Operators who would have been moved already will start to move.

Leapfrogged TO21s will take their position retaining their seniority in line with the principles laid out in the Train Operator Resourcing Arrangements.

Where TO21s have been covered with a recovery pool operator, that operator will be displaced to either cover another Train Operator or will be displaced.

Phase 4: Return to Business as Usual

Recovery is expected to last for a period of 52 weeks. When recovery has ended any Train Operator still in the recovery pool will be:



1. Moved as per the arrangements for project pool in Train Operator Resourcing Agreement
2. Where a staff member displaced is forecast to move back within six months, we would not displace them. This would be managed at Movements Committee
3. These moves will be decided after discussion at Movement Committee

Other Moves

These temporary changes will not affect staff who may move following a safety related case conference or Company Disciplinary Interview. These will be managed by the Movements Committee. There will be no change to the extreme hardship process.

Mutual Exchanges:

Off line mutual exchanges will be suspended for the period of recovery to allow for full training capacity to be used in recovery. However, should a move be possible without impacting on recovery, then this will be discussed by the Movements Committee. Same line mutual exchanges will continue to occur as normal.

9. New entrant TO23s

Anyone currently on the TO23 waiting list for promotional trainees will be merged into the current TO21 and TO26 waiting lists.

10. Changes to agreements

The following agreements will need to be amended:

- Trains Framework Agreement
- Professional Train Operators' Agreement
- Train Operator Resourcing Arrangements
- Guidelines for train staff, duty schedules and rotas
- Special Working Arrangements Guidance
- Level 1 agreement
- Guidance on Annual Leave



11. Additional Changes

1. In the forthcoming Instructor Operator campaign, we will not advertise for secondee Instructor Operators. The exception for this is on the Piccadilly line, which staff side accepted as having a short term need. Additionally, these secondees will only be for the recovery period of one year from appointment.
2. There is currently no provision for staff wishing to move annual leave for a period of overseas leave extending longer than a standard annual leave block. We will incorporate an overseas leave section into Guidance on Annual Leave (GOAL) with the agreement that we will guarantee one request per depot per leave year.
3. We have discussed the increase of four day week allowances for a number of months. Our position remains that these need to self finance. We will increase this number by one per depot to four (currently three are allowed). This change will take place one year after the implementation date of this agreement.



Contact

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