

# On-Call Conversion Project

## Monthly Converting Station Progress Report



<b>Project Title</b>	<b>On-Call Conversion Project</b>
<b>Station Name</b>	<b>33 Great Baddow</b>
<b>Station Manager</b>	<i>Dan Wastell</i>
<b>Project Manager</b>	Laura Taylor
<b>Project Executive</b>	Moira Bruin
<b>Reporting Period</b>	January 2022

### Activity This Period

<b>Day-crew employee engagement activity</b>	The final DC engagement session was held recently. All DC staff have been allocated positions post conversion and HR requirements have been actioned.
<b>On-Call employee engagement activity</b>	The on-call staff are excited about the thought of conversion in the coming weeks. Regular conversations are being held with management teams in order to address any issues/apprehension regarding conversion. All OC staff are being reminded of the need to provide accurate and up-to-date availability to ensure maximum station availability post conversion
<b>On-Call conversion / recruitment activity</b>	Recruitment has now slowed down following a successful recruitment drive through Q4 2021. This has led to a reasonable amount of local interest and several applications. Due to current forecasting, applications are now being sifted to ensure leaner periods of availability (such as day cover) are prioritised.

### Workforce Progress Report

FTE	Headcount	# Employees on the run	# off the run (long-term absence, sabbatical, etc).	# OICs	#BA FF	#FF (non-BA)	# FF Drivers	# OIC Drivers
10.5	14	11	2 – not yet safe to ride 1 - DC undertaking OC contract post conversion	2	6	6	2	2



ASW Used this Period	ASW Total Cost	Availability of the Appliance this Period (%)
		87% (January to date)

	Phase 1	Phase 2	Phase 3
<b>Employee Progress Status</b>	8	2	4

# Applications in Athena	# Progressed Applications	# Passed Pre-Fit	# Confirmed for next OC new recruit squad
0	3	0	0

<b>Issues / Risks</b>	<p>Whilst the station has good numbers, we are still short of officers and drivers. It is anticipated that there will be a further two OC drivers available from March 2022, however the officer issue will remain for some time.</p> <p>One of the embedded staff is currently undertaking the current WM process. Should he be successful, it is likely that he will need to be replaced.</p>
<b>Key Decisions</b>	<p>Three embedded staff to be retained post conversion (WM,CM,Dvr). Of these staff, the two officers will work opposite 2-2-4 shift systems, with the driver undertaking a flexible day duty contract. The driver (who also lives in area) will also take an OC contract.</p> <p>Agreement reached for OCLO's to work out of 33. This will allow for day-time support. Additionally current T/WM for 33OC (WM Dyer) will look to undertake primary role from station, allowing for additional cover.</p> <p>DDOR and ASW guidance/policies provided for additional cover where required.</p>
<b>Additional Information</b>	<p>SM exploring the possibility of providing a further embedded officer (T/CM), to be used against 34 budget. SM Richardson is open to this, however final decision is yet to be made.</p>