



Approved Minute of the meeting of the National Joint Negotiating Committee (NJNC) – Side Table (Support) held on Wednesday 14 March 2018 at 1300 at Forth Valley College, Alloa Campus.

In Attendance	
Alex Linkston	Management Side (Chair)
Annette Bruton	“ “
Andy Lawson	“ “
Graeme Stephen	“ “
Martin Clark	Staff Side
Chris Greenshields	“ “
Alison Maclean	“ “
Audrey Manning	“ “ (Observer)
Patricia Murray	“ “
Sally Pickles	“ “ (Observer)
Nick Steff	“ “ (Observer)
Cal Waterson	“ “
John Gallacher	Staff Side Secretary
John Gribben	Management Side Secretary
Heather Stevenson	Depute Management Side Secretary

20/18 Welcome and Apologies

The Management Side Chair welcomed all to the meeting. Apologies were noted from Debbie Kerr and Stuart Thompson.

21/18 Minutes of Previous Meetings

The minute of the meeting held on Wednesday 14 February 2018 was approved.

22/18 Matters Arising

UHI

The Management Side advised that it hoped that staff would not be affected by the proposals and that they would still be covered by the National Recognition and Procedures Agreement (NRPA).

The Staff Side advised that it had received positive feedback on commitments to staff following a meeting with the UHI Executive and it looked forward to having this confirmed in writing.

Modern Apprentices

It was agreed that this matter would be discussed further at the residential planned for April.

The Staff Side advised that further to the Freedom of Information (FOI) requests issued to the sector, it would provide a report on the findings which would support its request for paying the Living Wage to Modern Apprentices. The Staff Side highlighted that only a small number of colleges would be affected by paying Modern Apprentices the Living Wage and the costs were marginal.

Employers Guidance on £100

The Management Side advised that the Employers' Association on Monday 12 March 2018, agreed that the sector would pay all staff in post as at 31st March 2016 a one-off lump sum unconsolidated payment of £100. This is still subject to confirmation from City of Glasgow about how they are applying the judgement. A Joint Circular will be prepared and will apply to both lecturing and support sides.

Support Staff Training

It was agreed that this will be discussed further at the residential meeting in April. The Staff Side offered to present paper in advance for consideration and to help move things forward at pace.

Facility Time

The Staff Side advised that it would be submitting comments shortly and that it would be requesting further consideration to the additional resources that will be required for job evaluation.

NRPA – Employers Group

The Management Side advised that due to adverse weather and other priorities this group had not yet met and a timeframe could not be given at this stage for a conclusion of its work. The group will comprise of three chairs, three principals and curriculum, finance and HR input as required.

23/18 Scottish Funding Council Meeting Update

The Staff Side advised that it felt the Scottish Funding Council (SFC) had a helpful role in taking matters forward and that it would be attending a meeting on Monday (19th March) with SFC and the EIS. The Staff Side wished to ensure that money was prioritised for support staff.

The Management Side advised that it had requested the six per cent for job evaluation to be held back until such time as it was clearer about the impact on individual colleges. The Staff Side agreed that ring-fencing of funds was required and that as the 6% was only a rough estimate of the cost of job evaluation for support staff SFC should be alerted to possibility more may yet be required.

24/18 Minister's Letter – National Bargaining

The Staff Side advised that it felt the letter was an important restatement that National Bargaining was a permanent commitment and it looked forward to achieving the modern, flexible single workforce.

The Management Side reiterated its commitment to National Bargaining, encouraging the non-NRPA colleges to become signatories and continue making progress.

2518 Remaining Agenda Items

It was agreed that the remaining agenda items would be discussed further at the residential in April. The following matters were specifically discussed:

- The Staff Side advised that it had collected data on support staff down-gradings which it would share with the Management Side once complete.
- The Staff Side also wished to keep Living Wage Accreditation on future agendas. The Management Side advised that reporting on such matters monthly was not always helpful if there was nothing further to report, but it was acknowledged that this matter remained a high priority for the sector.

- The Management Side advised that there was a further meeting of the Job Evaluation Working Group scheduled for Tuesday 27 March 2018. The Staff Side raised concern about a local evaluation exercise being carried out in one college. The Management Side understood that this was an agreed annual process which had been agreed with the trade unions at the time of merger. The matter has been discussed with the principal who would provide feedback once he had more information.
- It was agreed to continue work on modelling and data analysis in respect of pay and job evaluation.
- In respect of support staff training and career development it was agreed to invite CDN to the residential for a specific session.
- It was agreed that the residential would take place on 25th and 26th April 2018, with a suitable venue to be confirmed. The Joint Secretaries would discuss and agree the areas to be covered.

Date of Next Meeting

The next meeting is Thursday 26 April 2018, incorporated into the residential. Venue, timings and attendees to be confirmed.