

Note of the Non-Quorate Reconvened Meeting of the National Joint Negotiating Committee (NJNC) – Central Committee, on Thursday 19 March 2020 (1000) via teleconference.

In Attendance	
Jillian Cheape	Colleges Scotland
Debbie Kerr	Management Side
Heather Stevenson	Management Side Secretary
Michael Youd	Colleges Scotland
Collette Bradley	UNISON
Pam Currie	EIS
John Gallacher	Support Staff Side Secretary
Donny Gluckstein	EIS
Chris Greenshields	UNISON
Jim O'Donovan	EIS
Garry Ross	EIS
Deborah Shepherd	Staff Side Secretary
John Slaven	GMB

Welcome and Apologies

In light of the current events in colleges, with principals and senior staff dealing with the crisis situation and focussing on staff and students, the Joint Secretaries agreed that a full and quorate meeting of the Central Committee would not take place. However, it was agreed to ensure core and essential business is maintained in this difficult time, to have this meeting by teleconference to work through the agreed agenda as it stands and discuss any other essential business.

There would be no formal minute of the meeting.

Facilities Time

The Staff Side stated that the unreasonable cut, carried out unilaterally, in Facilities Time is causing problems for representatives. The Staff Side advised they would write to the Management Side and include a table of what, in its view, is required for Facilities Time and what this covers including time off for meetings.

The Management Side advised that it would be useful to get the Staff Side request and a commitment was made to responds as soon as possible.

The Management Side advised the Staff Side there was no unilateral cut; this was the Management Side recommendation originally and it is accepted this is not the view of the Staff Side.

It was agreed to prepare a Terms of Reference for the Facilities Time Working Group as a priority to allow meetings of the group to be scheduled.

COVID-19 Response

Following the agreement of Circular 01/20 – COVID-19 – Guidance on Paid Leave for Lecturing and Support Staff, it was agreed that specific issues should in the first instance be raised with the college concerned. If it is a national issue, then the Joint Secretaries will review.

The Staff Side advised that an outstanding matter is outsourced staff, and also asked for a consistent approach when dealing with people working from home and health and safety.

The Management Side advised it was aware of the issues and agreed to discuss these matters further.

The Staff sought assurances that non-National Recognition and Procedures (NRPA) signatory colleges were continuing to shadow National Bargaining arrangements specifically the National Working Practices Agreement.

The Management Side advised the Staff Side, that only a recommendation can be made to non-NRPA colleges.

Referral – NJNC Circular 04/18 Transfer to Permanency

A recap was provided on the current status of this matter. It was agreed this matter would need to be brought back to a quorate meeting.

Policy Working Group – Overview of Outstanding Work and Schedule for Progression

It was agreed time was required to identify a programme of work for this agenda item and the following two agenda items:

- Agenda Item 6 – Grievance and Discipline Policy Working Group - Draft Terms of Reference
- Agenda Item 7 – Fair Work Framework Working Group and Timeframe for Action.

The Staff Side Secretary agreed to contact the Management Side Secretary to look at dates to progress these matters.

18/20 National Support Staff Flexi-Time Procedure

The Staff Side was in agreement that this matter was not a lecturing staff issue.

It was agreed this matter should go back to the Side Table (Support).

19/20 Tutor/Assessor Posts – Update

The Staff Side advised that as part of the Support Staff 2018 Agreement, it included a commitment to define any new roles which support teaching and learning. To date, the Staff Side has not been advised of what a job description would look like for a tutor/assessor role.

The Staff Side wished to discuss a specific case where one college is making redundancies and replacing with tutor/assessors and it believes this is a national issue which within the National Working Practices Agreement, breaches the agreement relating to the section on equal work and equal pay.

The Management Side advised that many of these posts are not new, as many colleges currently have them, and the current Job Evaluation system for support staff will provide for these roles.

The Staff Side questioned how many colleges have these roles. The Staff Side was advised that 16 of the NRPA colleges have these roles and that this information was shared with the previous Staff Side Secretary.

The Management Side agreed to share the information again and the Staff Side should prepare a report setting out its concerns for the Management Side to consider.

The Management Side stated it would not respond to individual college issues.

Scope and Non-NRPA Colleges

The Staff Side requested clarification on the status of Newbattle Abbey College and West Highland College.

The Management Side advised that Newbattle Abbey College is now a signatory to the NRPA and discussions continue with West Highland College, Sabhal Mor Ostaig College and Argyll College UHI.

The Staff Side advised they were conscious an exercise was being carried out by Colleges Scotland to bring more staff into the NRPA.

The Staff Side was advised this was a work in progress and nothing to comment on.

VE Day 75 Commemorations

It was agreed this was taken over by recent events and did not require to be discussed.

Living Wage

The Staff Side provided an update on the status of two colleges currently not paying outsourced workers the living wage and sought an update on Newbattle Abbey College as it was now a signatory college.

The Staff Side was advised that Newbattle Abbey College are progressing with Living Wage Accreditation.

Health and Safety Issues

The Staff Side advised that this had been added originally as it wanted this as a standing item going forward, however, there were now pressing issues to be addressed as there are essential staff having to remain in colleges.

The Staff Side also advised that COSLA has issued guidance on home working.

The Management Side advised that it understood the importance of Health and Safety, however, this is not a NRPA matter.

The Staff Side was asked to share the COSLA guidance is shared with a view to working together to issue national guidance.

Indicative Meeting Schedule

Future meetings of the Central Committee were discussed and how these will take place.

The Staff Side suggested that during this time, weekly calls could take place however, consideration should be given when scheduling any future meetings/calls to the practical side of now working from home and those with childcare/caring responsibilities.