

Draft Minute of the meeting of the National Joint Negotiating Committee (NJNC) – Central Committee held on Thursday 30 September 2021 (0900-1000), via Video Conference.

In Attendance	
Anne Campbell	Management Side
Sue Clyne	“ “
Jackie Galbraith	“ “
Alex Linkston	“ “ (Chair)
Sarah-Louise Nandadasa	“ “
Alan Ritchie	“ “
Derek Smeall	“ “
David Watt	“ “
Collette Bradley	Staff Side
Martin Clark	“ “
John Gallacher	“ “
Donny Gluckstein	“ “
Chris Greenshields	“ “
Anne-Marie Harley	“ “
Eileen Imlah	“ “
John Kelly	“ “
Alison MacLean	“ “
Charlie Montgomery	“ “
Lorcan Mullen	“ “ (UNISON Observer)
Jim O'Donovan	“ “
Grace Hepburn	“ “ (Agenda item 5 only)
Zelda Franklin-Hills	Management Side Secretary (Support)
Evan Williams	Management Side Secretary (Lecturing)
Stuart Brown	Staff Side Secretary
Jillian Cheape	Secretariat
Catherine McCreath	Zoom Administrator

11/21 Welcome and Apologies

The Management Side chaired the meeting and welcomed everyone. Apologies were noted from Ross Martin and Debbie Kerr, Management Side and John Slaven, Staff Side.

12/21 Minutes of Previous Meetings and Any Matters Arising

The minute of the meeting held on Thursday 18 March 2021 was agreed.

The minute of the meeting held on Thursday 3 June 2021 was agreed.

National Recognition and Procedures Agreement (NRPA)

The Staff Side referred to the minute of the meeting held on Thursday 24 September 2020, which refers to a discussion about a review of the NRPA and that an interim report was due from the Scottish Funding Council (SFC) in order to progress this matter. The Staff Side expressed concern at the lack of apparent progress on this matter.

The Management Side advised that reference to the SFC report was incorrect, and the minute should be corrected to state that the report referred to was, in fact, that of the Lessons Learned exercise. The management side also advised the matter would be returned to once the outcomes of the Lessons Learned exercise are known.

Fair Work Statement

The Staff Side referred to the minute of the meeting held on Thursday 18 March 2021 and made specific reference to a Support Staff paper on consultation around Voluntary Severance. The Staff Side alighted to concerns regarding the impact of this on Lecturing Staff and enquired whether this was to be considered at the Central Committee. The Staff Side asked for some clarity in terms of the wider discussions taking place on this matter.

The Management Side requested this matter be picked up by the secretaries. This was agreed.

Action Monitoring Log

The Staff Side stated that in its view the minutes are not the best way of tracking actions and suggested an action log be developed.

The Management Side agreed this would be helpful and referred it to the secretaries.

13/21 Policy Working Group Update

The Management Side advised that the Joint Secretaries have now agreed the Terms of Reference for the Policy Working Group (PWG) and asked both sides to note **Paper 5 – Policy Working Group Update**, which outlines the agreed Terms of Reference, and to note that a first meeting of the PWG will be scheduled to take place in October 2021.

This was noted by both sides.

14/21 Fair Work Statement

Paper 5 – Fair Work Statement for the College Sector was presented to the meeting, after being drafted by the secretaries. The committee was informed that the paper represented a statement of intent with high level principles that set out the sector's commitments. The Management Side advised it was keen to pursue this agenda item and suggested this to be referred to the Strategic Group in order to identify the best way forward.

The Staff Side advised that it recognised there were elements of fair work that were broader than the bargaining machinery, however, it did not agree that Paper 5 should be referred to the Strategic Group. The Staff Side acknowledged it was an aspirational statement but requested Paper 5 be remitted to the Fair Work Working Group, as previously agreed, where it could be reviewed and redrafted as necessary.

The Staff Side also referenced the section on Effective Voice and expressed significant difficulty with signing up to a fair work statement while this matter remained unresolved.

The Management Side stated the view is that there is value in the Strategic Forum to develop high level aspiration public statements.

The Staff Side view was the statement falls short of the expectations around fair work and felt it should demonstrate material change within the college sector that will result from the Fair Work Statement. It also stated that Fair Work is not being delivered and there are a number of matters still ongoing in terms of Facilities Time, Organisational Change, consultation protocol and the training programme for support staff to discuss with the College Development Network (CDN). The Staff Side also felt there is a lack of trust between both sides.

The Management Side acknowledged the ongoing work on this document and stated it is a major piece work and that it is important to recognise the good work that has been developed in colleges through Fair Work. The Management Side restated the importance of having discussions at the Strategic Group in order to build trust and confidence on both sides.

After some lengthy discussions, the Management Side requested an adjournment to consider the points raised.

Adjournment:

Following the adjournment, the Management Side acknowledged there is a mix of views and opinions in terms of aspirations and effective voice and proposed discussions on Facilities Time be referred to Strathesk in order to build common ground on both sides through a facilitated discussion.

The Staff Side felt this should not be dealt with at the Strategic Group and restated that there was already an agreement that this matter would go to the Facilities Time Working Group. The Staff Side again noted its disappointment at the lack of progress in terms of Facilities Time and felt there are continuous rejections to its approach to this matter.

After lengthy discussions it was agreed to refer this matter to the Fair Work Working Group.

15/21 Menopause Policy

Paper 6 – Menopause Policy was developed by Grace Hepburn, UNISON representative and submitted by the Staff Side. The Staff Side requests that a National Menopause Policy should be developed and issued to the sector and that this is remitted to the PWG as a high priority. The Staff Side highlighted that 75% of women experience symptoms of menopause, with 25% of those classed as severe, having a negative impact on work. The aim of the policy is to remove the stigma surrounding menopause and ensure that managers are aware of menopause related issues, ensuring gender equality and fairness across the sector.

The Management Side thanked Grace for preparing the paper and agreed that this matter is significant to the sector. It advised that approximately 65% of the workforce in Scottish Further Education are women and that a high proportion are within the menopause age bracket and welcomed the work and research that had gone into the paper.

The Staff Side also thanked Grace for all her work and research and that this was an opportunity to send a positive and proactive message to the sector.

Both sides agreed that the Menopause Policy should be presented to the PWG for due diligence and input from management side, after which, it can be remitted to the secretaries for sign off.

16/21 Agile/Hybrid/Working/Learning Discussion

The Staff Side informed the committee that this agenda item has been forwarded by support staff unions, with agreement from the lecturing side, to determine if there are any sector wide considerations in terms of hybrid working.

The Lecturing Staff Side stated it did have interest on this matter and that it would be presented to the Side Table (Lecturing) as, in its view, a hybrid learning evaluation process and negotiation should be undertaken to ensure that the educational rationale is well grounded and that the lecturing side table terms and conditions are preserved.

It was agreed that this matter will be dealt with at the side tables.

17/21 Health and Safety

Paper 7 – Health and Safety was submitted by the Staff Side and requests a National Health and Safety Committee/forum to be developed.

The Management Side advised that initial soundings have been taken within the sector and the management of the sector is in agreement that health and safety is dealt with at a local level and best practice is shared through CDN – Health and Safety Network.

The Management Side offered to take the Staff Side's request to the CDN group in order that the Staff Side's health and safety specialists in colleges can work, learn, and share best practice together.

The Staff Side did not agree that this should be referred to CDN and stated it already has health and safety expertise and would be keen to develop national standards on health and safety practices jointly through the Central Committee. The Staff Side also raised its concern that there is a lack of common health and safety standards across the sector.

The Management Side stated that CDN comprises of health and safety experts across the college sector therefore, in its view, CDN would be the appropriate body to cooperate with on this matter.

The Management Side disagreed that there is a lack of health and safety standards and stated that every college is implementing the latest Government and Public Health Scotland recommendations. It was also noted by the Management Side that one size does not fit all, in that the needs of a city centre college are different from the needs of remote colleges such as UHI colleges.

The Staff Side was concerned that the unions would be underrepresented at the CDN group and restated that this matter should be discussed at the NJNC Central Committee and that the Management Side is responsible for overseeing this area.

The Management Side stated that the majority of Central Committee members are not health and safety experts therefore it recommends that this is referred to CDN in order that it is dealt with by specialists.

After some lengthy discussions, no agreement was reached as to how to progress this matter and the Management Side suggested both sides should consider the points made.

17/21 Date of Next Meeting

The next scheduled meeting is scheduled to take place on Thursday 31 March 2022.

Action Monitoring Log

Thursday 30 September 2021				
Item	Action	Owner	Completion Date	Status
12.21	Amend minute of meeting on Thursday 24 September 2020.	JS	October 2021	In Progress
12.21	Create and Action Log for the Central Committee.	JS	October 2021	Complete
13.21	Schedule a meeting of the PWG in October 2021.	JS	October 2021	
14.21	Remit Fair Work Statement to Fair Work Working Group.	JS	November 2021	Complete
15.21	Menopause policy to be remitted to the Policy Working Group.	JS	October 2021	Complete
16.21	Agile/Hybrid/Working/Learning Discussion to be considered at the Side Tables.	JS	December 2021	