

**Minute of the National Joint Negotiating Committee (NJNC) – Side Table (Lecturing) meeting held on Thursday 20 March 2025 (1000-1200), at Colleges Scotland Offices, Argyll Court, Stirling**

<b>In Attendance</b>	
Chris Boyce	Staff Side
Eileen Imlah	“ “
Thora Hands	“ “
Anne-Marie Harley	“ “ (Chair)
Liz Connolly	Management Side
Angela Cox	“ “
Susan Elston	“ “
Debbie Kerr	“ “
Alan Ritchie	“ “
David Watt	“ “
Sarah Collins	Staff Side Joint Secretary
Paula Dixon	Working Groups Joint Secretary
John Anderson	Management Side Joint Secretary
Michael Boyd	Working Groups Officer
Jillian Cheape	Secretariat
Anne Davidson	Note Taker

**12/24 Welcome and Apologies**

The Staff Side was in the Chair for this meeting. The Chair welcomed all to the meeting.

Apologies were noted from Charlie Montgomery, Staff Side.

**13/24 Minutes of Previous Meeting**

The minutes of Thursday 14 December 2023, Thursday 13 June 2024 and Thursday 5 December 2025 were agreed.

**14/24 Circulars 04/18 and 02/21**

The Side Table was updated that an additional guidance email relating to Circular 04/18 – Transfer to Permanency was agreed between the Joint Secretaries and issued to all colleges. It was noted that additional referrals may result from this and will be addressed as necessary.

In relation to Circular 02/21, the Management Side confirmed that the Joint Secretaries will meet to review the case history but that a date has not yet been arranged.

The Staff Side advised that it has asked for the paperwork relating to the dispute lodged with the employers by UNISON relating to Circular 02/21 as this has meant the process of transferring personnel to lecturing posts had been put on hold. It stated it is keen to take this forward again.

It was agreed that the Joint Secretaries will liaise to arrange a meeting to discuss the Circular 02/21 referrals.

**15/24 Hybrid Working and Learning Practices Working Group**

It was noted that there is a Terms of Reference agreed for this group and both sides are keen to make progress on this area. However, it was suggested that the Terms of Reference may be revisited to ensure clarity on what has to be achieved.

The Staff Side view is that the working practices in further education are continually evolving and that employment contracts need to fit the way people are/want to work. The Staff Side advised that it is keen to look at the challenges colleges face in relation to this.

It was also noted that good work has been done in relation to the development of the glossary, and both sides are keen to continue making progress.

The Staff Side noted that various permutations relating to work patterns need to be looked at and confirmed that they will gather information relating to this for review at the working group.

It was suggested by the Staff Side that both bring suggestions/ideas to the next working group meeting and then look to agree a process for bringing this forward together.

The Staff Side confirmed it will bring a paper with its suggestions to the next working Hybrid Working and Learning Practices Working Group meeting scheduled for Thursday 1 May 2025, and requested the Management Side consider what it would like as well.

#### **16/24 Date of Next Meeting**

The next scheduled meeting is **Thursday 29 May 2025**.

## Action Monitoring Log

<b>Thursday 30 March 2022</b>		
<b>Action</b>	<b>Owner</b>	<b>Status &amp; Completion Date</b>
A response to circular 02/21 to be provided at a later date out with the meeting.	Staff Side	Complete – March 2025
<b>Thursday 14 December 2023</b>		
<b>Action</b>	<b>Owner</b>	<b>Status &amp; Completion Date</b>
Revisit the guidance around Transfer to Permanency and issue a communication to the sector.	Joint Secretaries	Complete – March 2025
<b>Thursday 28 March 2024</b>		
<b>Action</b>	<b>Owner</b>	<b>Status &amp; Completion Date</b>
The new Joint Secretaries to pick up and revisit the matter around Transfer to Permanency.	Joint Secretaries	Complete – March 2025
<b>Thursday 12 September 2024</b>		
<b>Action</b>	<b>Owner</b>	<b>Status &amp; Completion Date</b>
Recommence work on the Hybrid Working and Learning Practices Working Group.	Staff Side	New date to commence – May 2025
<b>Thursday 05 December 2024</b>		
<b>Action</b>	<b>Owner</b>	<b>Status &amp; Completion Date</b>
Revert discussion on Circular 04/18 back to the Short Life Working Group for further review and take output to the next side table meeting.	Management Side/Staff Side	Complete – March 2025
Schedule a meeting to look at workload priorities.	Joint Secretaries	January 2024
<b>Thursday 20 March 2025</b>		
<b>Action</b>	<b>Owner</b>	<b>Status &amp; Completion Date</b>
Joint Secretaries to arrange a meeting to discuss the Circular 02/21 referrals.	Joint Secretaries	April 2025