

Approved Minute of the meeting of the National Joint Negotiating Committee – Side Table (Support) held on Thursday 18 May 2017 at 1100hrs at City of Glasgow College.

In Attendance	
Alex Linkston	Management Side (Chair)
Debbie Kerr	“ “
Graeme Stephen	“ “
Heather Stevenson	“ “
Carol Turnbull	“ “
Chris Greenshields	Staff Side
John Bowman	“ “ (Observer)
Martin Clark	“ “
Alison Maclean	“ “
Shirley Sephton	“ “
Nick Steff	“ “ (Observer)
Cal Waterson	“ “

16/17 Apologies

The Management Side Chair welcomed all to the meeting, and apologies were noted from John Gallacher. The Staff Side requested that the observers be involved where appropriate in the discussions. This was agreed.

17/17 Minutes of Previous Meetings

The minutes of Wednesday 29 March 2017 were not agreed. The paragraph on Data Gathering was to be reworded and redistributed for agreement at the next meeting.

Action: Joint Secretaries

18/17 Matters Arising

The Staff Side noted that there was still an outstanding item in respect of a meeting to be arranged with the Joint Secretaries and the Chairs of the Central and Side Tables to review the previous industrial action and the impact of the current dispute with the Lecturing Staff Side. It was agreed that this would be arranged as soon as possible.

Action: Management Side Secretary

19/17 Living Wage Accreditation Update

The Management Side provided an update on the sector position and advised that two further colleges had recently secured accreditation. It was also advised that a briefing session for those colleges not yet accredited would be held in June in conjunction with the Poverty Alliance. Progress was noted and it was agreed to provide a further update to the Staff Side. Staff side requested a table showing the expected accreditation date for all colleges not yet accredited and for an accreditation date for those who had achieved. It was agreed to provide a full report for the Staff Side.

Action: Management Side Secretary

20/17 Annual Leave Subcommittee Update

The action notes of the meeting held on 29 March 2017 was noted. The proposals in respect of outstanding matters in relation to annual leave from the 2015 Pay Agreement were agreed. It was agreed that a Technical Implementation Note would be agreed prior to issue.

Discussion took place on the Annual Leave Subcommittee progress on developing a unitary and common package of overall annual leave. It was confirmed that there was no movement from the Management Side proposals and the Staff Side repeated that their position was harmonisation to the highest current level of annual leave, for the many reasons previously detailed by the staff side and in accordance with the proposed agreement for the lecturing staff. No agreement was reached and the matter was referred back to the Annual Leave Subcommittee meeting scheduled for Monday 22 May 2017.

Action: Management Side Secretary

21/17 National Job Evaluation

The Management Side provided an update on job evaluation and the progress made on setting up a working group. Discussion took place on the mechanics of the process which would be required to be followed. The Staff Side expressed concerns over the timeframe and requested that any pay adjustments that emerge from any revised pay and grading outcomes would be applied from 1st April 2017 in accordance with the Staff Side Pay Claim. They expressed concerns that once money had been allocated to the lecturers there would be none left for Support Staff. The Staff Side request was noted but not accepted by the Management Side. The staff side expressed further concern that work was being carried out without any involvement from them and that this was unacceptable.

The Staff Side asked the Management Side for the cost to gather data which would help them cost upward harmonisation for support staff. The Management Side agreed.

The Management Side advised that there was still a need to gather relevant data and discussions would take place through the Job Evaluation Working Group. It was agreed to set up the first meeting of this group as a matter of priority to discuss and agree all processes of job evaluation.

Action: Management Side Secretary

22/17 Facilities Time

The Management Side advised that a draft Policy of National Facilities Time had been prepared and was currently out for comment with the sector. The Management Side advised that the draft policy would shortly be issued to the Staff Side for comment and consultation. The Staff Side expressed their dismay that instead of working jointly on a national facility time paper Management went ahead and created their own which will only make it more difficult to achieve an agreement at a later date. The Management Side advised that if Staff Side wished to make their thoughts known at this stage to submit them in writing through the Joint Secretaries. The Staff Side reminded the Management Side that they had submitted papers on facility time and constantly asked for additional facility time to be made available for them since the formation of the NJNC. The Management Side advised their own consultation would be completed by the 24th May and distributed to the staff side then.

23/17 Workforce for the Future

The Management Side gave a presentation on the Workforce for the Future and discussion took place on a number of areas including the types of roles that support the learner journey, performance management and professional standards. It was noted that the presentation was largely aspirational at this stage and that there was still a lot of practical work to be undertaken.

24/17 NJNC Workplan 2017/18

The Management Side advised that they had been unable to agree a date for the Discipline and Grievance Working Group. There had been no responses from the Staff Side for the suggested dates. It was agreed to send out a further suggested meeting date request.

The Staff Side requested that Organisational Change again be prioritised, particularly in light of the EIS proposed agreement on salary conservation. This was noted. The Staff Side advised that as a number of existing organisational change arrangements were ending, many employees would find themselves disadvantaged by a lack of a National Organisational Change Policy.

The Staff Side again reminded the Management Side that the failure to make the expected progress on job evaluation has meant that many members across Scotland are unexpectedly dealing with the fall out of local untested desk based job evaluations. The Staff Side believes many of these local schemes are untested and unsafe and could result in local legal challenges if we cannot agree new national conservation and redeployment schemes quickly. The Staff Side reminded the Management Side that many staff were suffering financial detriment now as a failure of this group to meet.

25/17 2017/18 Pay Claim

The Management Side advised that the Staff Side pay claim for a flat rate £1000 was not acceptable nor affordable. The Management Side advised that regard would have to be made to other pay claims/awards in the public sector and that there were a number of areas of the Staff Side Pay Claim which would not be considered as part of these discussions, for example unsocial hours and other related payments, overtime rates, annual leave, the scope of the NRPA and the 1st April 2017 implementation date for any grade uplifts. Any discussion would be solely on the '*cost of living*' pay award.

The Staff Side indicated that this was unacceptable and advised that they felt they were being treated differently to lecturing staff to their significant detriment. The Staff Side requested that they receive a formal offer from Management Side by Friday 26 May 2017. The Staff Side dissatisfaction and frustration was noted.

The Staff Side reminded the Management Side that a full offer was to have been made at that meeting. They reminded the Management Side that half the sector had already been awarded a 9% increase.

Staff Side reiterated that Unsocial Hours Payment is certainly part of the Pay Claim and questioned the Management Side on the reasons why this was being dismissed. The Management Side advised that Unsocial Hours Payments would be discussed along with other terms and conditions.

Action: Management Side Secretary

Date of Next Meeting

The date of the next meeting is Thursday 15 June 2017 (pm). Venue to be confirmed. The Staff Side requested that they be issued with a schedule of dates.

Action: Joint Secretaries