



**Agreed Minute of the Meeting of the National Joint Negotiating Committee (NJNC) – Side Table (Support), on Wednesday 16 September 2020 at 1000- 1200, via video conference**

<b>In Attendance</b>	
David Alexander	Management Side
Jillian Cheape	“ “
Jackie Galbraith	“ “
Debbie Kerr	“ “
Alex Linkston	“ “ (Chair)
Ross Martin	“ “
Collette Bradley	Staff Side
Chris Greenshields	“ “
Audrey Manning	“ “
Alan O'Donnell	“ “
John Slaven	“ “
Nick Steff	“ “
John Gallacher	Staff Side Secretary
Heather Stevenson	Management Side Secretary
Lynsey Manson	Zoom administrator

**14/20 Welcome and Apologies**

The Management Side was in the Chair for this meeting. The Chair welcomed all to the meeting. Apologies were noted from Gary Bissett, Management Side and Alison MacLean, Staff Side .

**15/20 Minutes of Previous Meeting and Matters Arising**

The minute of the previous meeting was agreed.

Living Wage Accreditation

The Staff Side raised the issue of Living Wage updates the Side Table advising that Glasgow Kelvin College is now paying the living wage to all staff. It advised that concerns remain with Glasgow Clyde College with regard to contracted out staff.

The Staff Side queried progress with Newbattle Abbey College on achieving Living Wage Accreditation. The Management Side agreed to take this as an action and provide an update to the Side Table.

Financial Challenges Facing the Sector

The Staff Side requested an update following the Management Side's reflections on the suggestion made by the Staff Side at the previous meeting to set up a national strategic forum.

The Management Side advised that they had reflected on this matter, however, at this time there are no specific comments on a forum at this level. The Staff Side suggested that this issue be reflected in the Lessons Learned discussions with the Scottish Government following the issue of the report currently being prepared by the civil servants.

## Unison Fair Work

The Staff Side advised of its disappointment that there has been no response to the survey results issued on Wednesday 10 June 2020 which, in its view, highlights real failure at a local level.

It specifically referred to the letter received from Fiona Hyslop, Cabinet Secretary for Economy, Fair Work and Culture and advised that the trade unions will write to Ms Hyslop advising that the sector is not complying with the principles of Fair Work.

The Management Side did not agree with this view and asked in what respect were colleges not complying. The Staff Side stated the survey spoke for itself in terms of the Staff Side's view of the failure by employers on fair work.

The Management Side reminded the Staff Side that any concerns locally should be discussed in the first instance with the individual college. The Management Side advised a sector response will be provided to the Staff Side survey.

The Management Side also advised the Staff Side that Fair Work is currently being discussed with the Scottish Government and the Scottish Funding Council (SFC) and an update will be provided once conclusions are known on their discussions.

The Staff Side sought clarification on whether its survey had been shared with SFC – the Staff Side was advised it had not been shared. It would be for the Staff Side to share its survey if it wished.

### **16/20 2020/21 Pay Claim**

The Staff Side referred to the content of Paper 2 and reflected on the key aspects of this. The Management Side advised that it had given careful consideration to this document, however, was unable to move forward with this until the dispute lodged regarding the 1<sup>st</sup> April 2020 pay increase had been resolved as the outcome could affect the current base pay figures.

The Staff Side advised it was seeking Queens Counsel and advised that the outcome should be available soon and requested to further discuss the pay claim in light of this.

The Management Side re-iterated its position that no further progress on this could be made until the 1<sup>st</sup> April 2020 pay dispute had been resolved as the sector needed to know the full budget implications. The Management Side reminded the Staff Side of the critical financial situation of the sector at this time.

The Staff Side queried the rationale behind the Management Side position given that an offer has been made to the lecturing staff side before the conclusion of the dispute. In addition, the Staff Side advised that should it be given a reasonable pay offer it may be in a position to remove the outstanding dispute.

The Management Side reminded the Staff Side that the lecturing pay claim was a standalone pay claim; the Support Staff Pay Claim includes a number of changes to terms and conditions and highlighted the additional financial pressure that that this would create.

It was agreed to take an adjournment.

### **Adjournment**

The Management Side advised that it had reflected on the Staff Side's comments and a pay offer had been prepared and was then issued this to the Staff Side. The offer tabled to the Staff Side comprised of a consolidated 2% pay increase effective from 1<sup>st</sup> September 2020, across all salary points (as they currently stand as at 1<sup>st</sup> April 2020) with a minimum payment of £400 (FTE). The offer was made on the condition that the dispute was deemed to be resolved and that there would be no change to the 1<sup>st</sup> April 2020 salary points.

It was agreed to take a further adjournment to allow the Staff Side the opportunity to consider this.

### **Adjournment**

The Staff Side advised that it had considered the pay offer and it was not acceptable. It was agreed that further discussions are required on this matter.

### **17/20 Remaining Items on the Agenda**

As the scheduled meeting was coming to an end, it was agreed to continue discussions on the following remaining items on the agenda at a further meeting:

- Outstanding Matters from Previous Meeting
- COVID-19
- Support Staff Work Plan for Year Ahead
- Pay Working Group
- Facilities time

In addition, it was agreed that offline discussions would take place to agree a workplan of actions going forward.

### **18/20 Job Evaluation**

The minutes of the previous meetings of the Job Evaluation Working Group held on Monday 21 October 2019 and Friday 19 June 2020 were agreed.

Further discussion regarding the job evaluation update and review will continue at the next meeting. The Staff Side wished to formally thank Michael Youd for his contribution as project manager and wished him well.

### **19/20 Date of Next Meeting**

The next scheduled meeting is due to take place on **Wednesday 2 December 2020**, however, additional meetings will require to take place in the interim to deal with the pay claim and outstanding issues.

## Action Monitoring Log

<b>Wednesday 4 December 2019</b>		
<b>Action</b>	<b>Owner</b>	<b>Completion Date</b>
Circular 05/18 – Staff Side to share results from FOI request on Permanency.	Staff Side	February 2020 – <b>Outstanding</b>
EIA – Staff Side to move forward on progress update on EIA.	Staff Side	Complete
Stress – Management Side to consider Paper 6, consult with colleges and provide a response at next meeting.	Management Side	<b>Outstanding</b> – on agenda at June 2020 meeting – matter not discussed due to timing.
<b>Wednesday 18 March 2020 (non quorate meeting)</b>		
<b>Action</b>	<b>Owner</b>	<b>Completion Date</b>
Further discussion required on outstanding Job Evaluation Working Group papers.	JE Project Leads	Complete
Joint comms to be issued to colleges and members to provide reassurance that progress is being made and timelines	JE Project Leads	June 2020
<b>Wednesday 10 June 2020</b>		
<b>Action</b>	<b>Owner</b>	<b>Completion Date</b>
First Aid Payments – outstanding queries to be confirmed by the Staff Side.	Staff Side	Ongoing
Staff Side to provide in writing its position on the EIA.	Staff Side	Complete
Share Fair Work Survey with HR Strategic Group.	Management Side	Complete
Management Side to provide a response to the Fair Work Survey.	Management Side	Ongoing
Discussions to continue regarding UNISON's Facilities Time request.	Management and Staff Side	At facilities time working group to be scheduled.
Pay Claim – full costings to prepared and then verified by SFC prior to the commencement of negotiations.	Management Side	On resolution of 1 <sup>st</sup> April Pay Increase dispute.
Annual Leave Policy to be discussed at Terms and Conditions Working Group	Joint Secretaries	Complete

<b>Wednesday 16 September 2020</b>		
<b>Action</b>	<b>Owner</b>	<b>Completion Date</b>
Management Side to provide a response to the Unison Fair Work Survey.	Management Side	December 2020
Management Side to contact SFC regarding status of sector Fair Work statement	Management Side	Complete
Pay Claim – Further discussion to be held.	Management/Staff Side	September/October 2020