

**Approved minute of the meeting of the National Joint Negotiating Committee - College Staff (NJNC-CS) held on Thursday 22 October 2015 at 11:00 hrs in West College Scotland (Paisley Campus).**

**In Attendance**

Chris Greenshields	Staff Side (Staff Side Chair of Central Committee)
Donny Gluckstein	“ “
Penny Gower	“ “
Charlie Montgomery	Staff Side (Chair )
Pam Currie	“ “
John Kelly	“ “
Jim O'Donovan	“ “
John Gallacher	“ “
Shirley Sephton	“ “
Cal Waterston	“ “
Elaine Dougall	“ “
Alison McLean	(UNITE Observer)
Keith McKellar	Management Side (Chair)
Audrey Cumberland	“ “
Liz McIntyre	“ “
Rob Wallen	“ “
Susan Bald	“ “
David Belsey	Joint Secretary (Staff Side)
John Gribben	Joint Secretary (Management Side)

**45/15 Welcome and Apologies**

Management side chair welcomed all to the meeting.

Apologies were noted from Judy Keir and Margaret Munkton.

**46/15 Minute of Previous Meeting**

The minute of the previous meeting was agreed.

**47/15 Matters Arising**

It was noted that Sector Funding was not on the agenda as a standing item, it was agreed to address this under agenda item 10 Scottish Government Liaison and to ensure that it was on future agendas as a standing item.

**48/15 NJNC Future Meeting Dates & Venues**

It was agreed that future NJNC meeting dates be scheduled for the remainder of the academic year, the parameters around these meetings will be:

- They will be scheduled on the third Thursday of each month
- The venues will alternate between Glasgow and Edinburgh
- Business will determine the type of meeting, specifically Central Committee, Side Table(s) or any Working Party
- That an electronic diary be created for invites and relevant papers
- That the Joint Secretaries would take this forward

## **49/15 NRPA Progress**

A Paper outlining NRPA progress was tabled by agreement of both chairs, Management Side advised that North East College Scotland had also signed and returned its NRPA.

Management Side confirmed that it still continued to engage with the three Glasgow colleges, that each Glasgow College had a Board meeting by the end of October, and that following these Board meetings the Management Side would continue to pursue the return of a signed NRPA.

The Staff Side stated that it believed that the outcomes of the NJNC, such as a pay agreement, would be binding on all colleges irrespective of whether they had signed the NRPA. The Management Side expressed the view that only those colleges that have adopted the NRPA are bound by the outcomes of the NJNC.

The EIS indicated that it had written to Scottish Funding Council in this regard, and that they would share that correspondence, and any response with the NJNC. The Staff Side further indicated that it would call for the removal of any college Board that failed to comply with the Code of Good Governance in Colleges if they did not implement the outputs of the NJNC.

It was agreed that the Joint Secretaries would write on behalf of the NJNC to the Scottish Government to obtain their views on who is covered by the outputs of the NJNC.

## **50/15 Facilities Time**

Management Side advised that it had been agreed to set up a central fund which each college would contribute £2k towards. Each college would automatically receive reimbursement based on the current NJNC recommendation of 2 days per month, per lay representative per contracted hours.

The Staff Side expressed the view that the current level of facilities time was insufficient to address the current and potential work programme of the NJNC. The Staff Side commented that:

- A NJNC diary would help in identifying the level of time required.
- NJNC substitutes also require time if they are to contribute effectively.
- Larger colleges should pay more to the central fund.
- A minimum of 4 days per month is required for each lay representative.

The Management Side indicated that before any decision could be made to the current recommendation on facilities time, a clear understanding of the forward work programme will be required. Management Side anticipated that it would be the next phase of NJNC activity before a resolution to the request for additional facilities time.

The Staff Side commented on the proposed form for colleges to claim from the central fund in exceptional circumstances was too bureaucratic and oppressive. The Management Side invited further comments for consideration prior to circulating the forms to colleges.

## **51/15 Data Gathering – Update**

The Management Side Secretary provided a verbal update to the NJNC with broad outcomes from the two Data Groups concerning those employees covered by the NRPA, and Travel & Subsistence. The Management Side Secretary made a recommendation that these groups meet and prepare a more formal and substantive response to the NJNC.

It was agreed that the defined staff data gathering group should meet and prepare a response prior to the next NJNC.

## **52/15 NJNC Forward Work Plan.**

It was identified that there are clear synergies between both Sides' priorities, there was also broad agreement that definitive action was required.

It was agreed a detailed scoping exercise be undertaken at the NJNC scheduled meeting on 19 November 2015, and that prior to that each Side would undertake preparatory work.

## **53/15 NRPA Guidance on Transfer**

The Staff Side response is currently with the Management Side to consider. It was agreed that the Joint Secretaries conclude this piece of work without delay, with the following principles being adhered to:

- No new local negotiation should begin.
- The start date is immediate, although it is recognised this guidance will need to go before colleges' next local joint negotiation committees.
- Current local negotiations should be concluded.
- Any reference not relevant to ensuring the contractual effect should be removed.
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## **54/15 Scottish Government Liaison**

It was noted that the Joint Secretaries had written to the Cabinet Secretary inviting her to a future meeting of the NJNC.

The Management Side stated that it was not opposed to joint campaigning in principle, but a number of factors would need to be in place before it could begin. The Management Side advised that Colleges Scotland were making a submission to the Government regarding the next comprehensive spending review, and would be making a specific request for additional funding for National Bargaining.

## **55/15 Trade Union Bill**

Staff Side set out that a number of employers and employers' associations (such as COSLA) have publicly declared their opposition to the Trade Union Bill, and request the Management Side do the same on behalf of colleges.

Management Side advised that the Staff Side request would be remitted to the Colleges Scotland governance mechanism and should be considered at the next Employment Relations Committee which is due to meet on 2 November 2015.

## **56/15 Trade Union College Merger Reports**

The Unison and EIS college merger reports were shared with the Management Side, they captured the staff concerns in the sector. UNISON advised that they had been invited to a meeting with the Cabinet Secretary to review their report.

The Management Side agreed to present the reports to Colleges Scotland Employment Relations Committee for consideration.

## **57/15 Time and Date of Next meeting**

Time and type of meeting to be agreed, venue will be at the EIS, 46 Moray Place Edinburgh (EH3 6BH) on 19 November 2015.