

Scottish Terms And Conditions (STAC) Committee: Minute of Meeting

**Wednesday 11 July 2007, 11.00 am, Strathearn House,
Broxden Business Park, Perth**

Present:

Employers:

Trade Unions and Professional Organisations:

George Brechin (Co-chair) - In Chair - NHS Fife	Glyn Hawker (Co-Chair) - UNISON
Jim Cameron (Secretary) - MSG	Willie Duffy - (Secretary) - UNISON
Steve Conway - NHS NSS	Gordon Casey - AMICUS/UNITE
Helen Kelly - NHS Forth Valley	Fiona Farmer - AMICUS
Janis Millar - Pay Modernisation Unit	Kate Kenmure - RCM
Paul Wilson - NHS Lanarkshire	Lilian Macer - UNISON
Gordon Walker - NHS Lanarkshire	Catherine Mackay - UNISON
	Patricia McNally - CSP
	Tom Waterson - UNISON

Secretariat: John Provan - SEHD, Kirsteen Thomson - SEHD

Apologies:

Employers	Alan Boyter, John Burns, Robert Calderwood, Brian Cowan, Lynne Khindria, Alex Killick, Gerry Marr, John Matheson, Jim McCaffery, Ian Reid, Elinor Smith, Rona Webster
Trade Unions & Professional Organisations	Robert Anderson, Jimmy Farrelly, Michael Fuller, John Gallacher, Douglas Lockhart, Alex McLuckie, Graham Pirie, Colin Poolman, Stephen Smith, Elizabeth Stow, Anne Thomson, Tom Waterson

1. Minute of Previous Meeting

The minute and action points were agreed as an accurate record of the discussion at the last meeting.

2. Payment on Account

Staff side welcomed issue of the circular extending payment on account and uplifting it in line with the 2007/2008 Agenda for Change pay award. Staff side raised concerns about consistency of application of the arrangement in relation to staff on pay protection. They were asked to provide examples of this.

Action: Staff side secretariat

3. Matters to Report

a) Pay Protection

STAC were informed that the process of briefing the Cabinet Secretary on the issues raised by Staff side were ongoing. Staff side requested that dates for further meetings be explored.

Action: Admin secretariat

b) Transitional Points

It was reported that Management side had re-affirmed their position that the last transitional point should not be abolished. This meant that the remit of the short life working group was to explore issues around the application of the agreement. In particular, section 46.15 and the definition of "given unit of work area".

A definition had been put forward by Management side and Staff side were to consider.

Action: Staff side secretariat

c) Contractual Overtime

The Admin secretariat advised that a definition had been agreed and a circular was being drafted. This would be sent to the Secretariats for clearance.

Action: Admin secretariat

d) First Aid - Statutory Requirements

It was noted that a meeting of the short life working group was due to take place on 23 August 2007.

e) Unplanned Acting Up

It was confirmed to that a definition had been agreed and that a circular would be drafted and issued to the joint secretariats, for clearance.

Action: Admin secretariat

f) Medium Secure Unit Allowance

It was noted that a meeting of the group had taken place from which the Management side had action points which they were taking forward. In the interim, NHS Glasgow have now applied for a variation order to allow payment to be made on the basis of the Management side offer. Staff side confirmed they were content with this but without prejudice to the outcome of the work of the short life working group.

It was agreed that a further meeting of the working group should be set up.

Action: Admin secretariat

g) Implementation of Annex R (RRPs)

Nominations have now been received from both sides for the Application of RRP's short life working group. Staff side to provide a paper detailing their issues in advance of a meeting of the group being arranged.

Action: Staff secretariat

h) MUFTI

The Management side position that payment of MUFTI should be discontinued was reported. Staff side undertook to provide examples of where it remains in payment.

Action: Staff secretariat

i) PNC 2007/2008

It was reported that Wales and Northern Ireland now intend to implement the pay award in full rather than staging it. In addition, talks were held on 9 July aimed at resolving the 2007/2008 PNC process, and that these would resume on 18 July.

A question was raised as to the locus of STAC on issues relating to Senior Managers pay. The Management Co-Chair said that he understood that this sat outwith the STAC remit as the arrangements were governed under Ministerial direction. Admin secretariat to investigate and advise.

Action: Admin Secretariat

j) Incremental date and break in service

It was noted that a circular on this subject had now been issued.

k) Equal Pay

It was reported a case management discussion had taken place on 1 July 2007.

l) STAC processes

- a. protocol for conducting business
- b. JEMG - Next Steps
- c. SPensiR group: reporting lines and role of STAC

It was reported that a protocol governing the work of the short life working group is being drawn up by the Admin Secretariat.

Action: Admin secretariat

It was reported that the final SPRIG report had been sent to the Cabinet Secretary, who agreed with the recommendation that SPRIG should be dissolved.

Discussions were initiated in relation to SPensiR and where this report sits. Work is underway to find the appropriate forum for reporting etc on this issue.

4. Matter to Discuss

a) RRP for Perfusionists

It was agreed that the current allowance for perfusionists should be formally converted to a RRP under Agenda for Change.

Action: Admin secretariat

5. Date of Next Meeting:

**Wednesday 26 September 2007
11.00am
Meridian Court, Glasgow
5 Cadogan Street**

Agenda Subject	Action	Action Officer(s)
Payment of Account	Staff side to provide examples of where payment on account was being applied inconsistently.	Staff side secretariat
Pay Protection	Admin secretariat to explore dates for further meetings.	Admin secretariat
Transitional Points	Staff secretariat to respond to the definition drawn up by Management side.	Staff side secretariat
Contractual Overtime	Admin secretariat to draft circular.	Admin secretariat
Unplanned Acting Up	Admin secretariat to draft circular.	Admin secretariat
Medium Secure Unit Allowance	Further meeting of the working group to be set up.	Admin secretariat
RRP's	Staff side to provide a paper detailing their issues.	Staff side secretariat
MUFTI	Staff side to provide examples of where MUFTI remains in payment.	Staff secretariat
PNC 2007/2008	Admin secretariat to investigate the role of STAC in senior managers pay.	Admin secretariat
STAC Protocol	Admin secretariat to draft a protocol governing the work of the short life working group	Admin secretariat
RRP for Perfusionists	Admin secretariat to draft circular.	Admin secretariat

**Kirsteen Thomson
STAC Secretariat**

