

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

Wednesday 16 May 2007, 11.00 am, UNISON House,  
14 West Campbell Street, Glasgow

### Present:

#### Employers:

George Brechin (Co-Chair)- NHS Fife  
Jim Cameron (Secretary) - MSG  
Laura Ace - NHS Dumfries and Galloway  
Colin McGowan - SEHD  
Chris Murphy - NHS NSS  
Ian Reid - NHS Greater Glasgow and Clyde  
Gordon Walker - NHS Lanarkshire  
Rona Webster - NHS Fife

#### Trade Unions and Professional Organisations:

Glyn Hawker (Co-Chair) - In Chair - UNISON  
Philip Coghill - RCN  
Willie Duffy - UNISON  
James Farrelly - UNITE  
Michael Fuller - UNITE  
John Gallacher - UNISON  
Kate Kenmure - RCM  
Lilian Macer - UNISON  
Catherine Mackay - UNISON  
Alex McLuckie - GMB  
Patricia McNally - CSP  
Colin Poolman - RCN  
Elizabeth Stow - SOR  
Tom Waterson - UNISON

Secretariat: Colin Cowie - SEHD

#### Apologies:

##### Employers

Alan Boyter, John Burns, Robert Calderwood, Brian Cowan,  
Lynne Khindria, Alex Killick, Gerry Marr, John Matheson,  
Jim McCaffery, Janis Millar, Elinor Smith

##### Trade Unions &

##### Professional Organisations

Robert Anderson, Fiona Farmer, Dougie Lockhart, Sandra-  
Dee Masson, Graham Pirie, Gillian Smith, Stephen Smith,  
Anne Thompson

## 1. Minute of Previous Meeting

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

### Merging of AMICUS and TGWU

It was brought to the Committee's attention that AMICUS and the TGWU were now combined and should be referred to by their new title of UNITE.

## 2. Matters to Report

### a) JEMG

The Committee noted that a letter had been issued to NHS Scotland on 23 March setting out the agreement which had been reached in partnership to assimilate the remaining job matched staff, with national consistency checking being undertaken retrospectively.

The Committee was informed that work on agreeing the parameters of a one off national consistency checking exercise to look at outcomes around Scotland was in progress and it was hoped that agreement on this could be reached soon.

### b) Pay Protection

It was noted that a preliminary meeting for this group was due to take place on Friday 18 May.

### c) Incremental Date and Break in Service

It was confirmed to the Committee that a form of words had been agreed and that a circular would be issued to the service covering this issue in the near future.

**Action: Admin Secretariat**

### d) Unplanned Acting Up

Employer side indicated that they intended to respond in writing on the form of words which had been put forward by staff side as suggested further guidance on this matter.

**Action: Employer Secretariat**

### e) Contractual Overtime

Nominations had now been received from both sides for the contractual overtime sub-group. The admin secretariat confirmed that suitable dates were being sought for a first meeting. Staff side indicated that, in addition to those who had already been nominated, James Farrelly should be invited to attend.

**Action: Admin Secretariat**

### f) STAC Website

The Committee noted that the STAC Website was now live on the Scottish Executive section of the SHOW website.

g) First Aid - Statutory Requirements

Nominations had been submitted for the first aid sub-group and the administrative secretariat confirmed that suitable dates were being sought for a meeting.

**Action:** Admin Secretariat

h) 2007 Pay Settlement

Staff side made a request for the payment on account which was agreed for last year to be uplifted again in 2007 by 2.5%. Staff side argued that the principle of payment on account had been established by the 2006 agreement.

Employer side made the point that the situation this year was fundamentally different in that the majority of staff are now assimilated, and the expectation is that all staff will be assimilated in the near future.

Staff side highlighted that there was still a substantial minority of staff yet to be assimilated and that it might be some time yet before staff requiring individual evaluation could be assimilated. They felt that although the numbers of staff not assimilated were smaller this year, this should not affect the way their concerns were addressed.

Employers undertook to reflect on the issues raised by the staff side. However, they made the point that the 2.5% uplift had not yet been accepted by the staff side at a national level. Employers therefore considered it too early to come to any conclusion on this matter.

### 3. Matters to Discuss

a) Transitional Points

It was reported that a second meeting of the transitional points sub-group had taken place at which the employers' position had been fed back which was to reject staff side's request to abolish the last transitional point. The employers, however, had agreed to work with staff side to look at the fairness and equity of application of transitional points which it was agreed required a definition of "unit or equivalent work area".

Staff side registered their disappointment at this decision and pointed out that there were also significant resource implications associated with the employers' proposed course of action, both financially and in terms of the administrative capacity necessary to check records back to 2004. They urged employers to reconsider their decision but indicated a desire to move quickly with agreeing a definition if this was the course of action which employers had settled upon.

Employer side undertook to write to staff side with a proposed definition.

**Action:** Gordon Walker/Employer Secretariat

b) Medium Secure Unit Allowance

Employer side had provided a paper to the Committee prior to the meeting which had proposed establishing an RRP to replace the existing Whitley secure unit allowance.

Staff side did not feel able to support this proposal as it stood and asked that further discussion take place. It was agreed that a sub-group should be set up and Colin Poolman and Tom Waterson were put forward as staff side representatives. Employer side agreed to submit names for the group in due course.

**Action:** Employer Secretariat/Admin Secretariat

c) Implementation of Annex R (RRPs)

Staff side raised the issue of RRP's and indicated that they wished to have a discussion around their application for those staff groups who were experiencing significant levels of protection under Agenda for Change.

It was agreed that a technical sub-group should be set up to scope out this issue. Employers indicated that they would wish to see a paper setting out staff side's position on this matter before the first meeting took place, however, and staff side agreed to provide this.

**Action:** Staff Secretariat/Admin Secretariat

c) MUFTI

Staff side reiterated their disappointment that their previous claim to establish a national MUFTI allowance had been rejected and highlighted that local allowances had already been agreed in Lothian and Highland NHS regions. Employers asked that information on these local agreements be passed to them and staff side undertook to do this.

**Action:** Staff Secretariat

d) Relocation

A further meeting of the relocation sub-group had taken place and a revised package of terms for those affected by the move to Glasgow had been put to the staff side. Union officials had undertaken to discuss these with their members and reply to the employer side in due course.

e) Equal Pay

Staff and employer sides acknowledged that it will be important for STAC to monitor developments as they occur.

f) Changes to Staff Side Secretariat

It was noted that Gillian Smith, staff side secretary, was moving to a new post and would be giving up her secretariat role. The Committee wished to formally record its thanks to Gillian for her work with the Committee and to wish her well in her new post.

**5. Date of Next Meeting:**

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

<b>Agenda Subject</b>	<b>Action</b>	<b>Action Officer(s)</b>
Incremental Date and Break in Service	To issue circular.	Admin Secretariat
Unplanned Acting Up	Employers to provide written response on draft guidance.	Employer Secretariat
Contractual Overtime	Sub-group meeting to be arranged.	Admin Secretariat
First Aid - Statutory Requirements	Sub-group meeting to be arranged.	Admin Secretariat
Transitional Points	Employers to provide a letter with suggested definition of "unit or equivalent work area"	Gordon Walker/ Employer Secretariat
Medium Secure Unit	Sub-group meeting to be arranged.	Admin Secretariat
Implementation of RRP's	Staff side to provide paper.	Staff Secretariat
Implementation of RRP's	Sub-group meeting to be arranged.	Admin Secretariat
MUFTI	To provide information on agreements in place in Lothian and Highland.	Staff Secretariat

**Colin Cowie  
STAC Secretariat**

