

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

Wednesday 21 March 2007, 11.00 am, UNISON House, 14 West
Campbell Street, Glasgow

Present:

Employers:

George Brechin (Co-Chair) - In Chair - NHS Fife

Jim Cameron (Secretary) - MSG

Laura Ace - NHS Dumfries and Galloway

Robert Calderwood - NHS Greater Glasgow
and Clyde

Colin McGowan - SEHD

Janis Millar - Pay Modernisation Unit

Chris Murphy - NHS NSS

Ian Reid - NHS Greater Glasgow and Clyde

Gordon Walker - NHS Lanarkshire

Rona Webster - NHS Fife

Trade Unions and Professional Organisations:

Gillian Smith (Secretary) - RCM

Robert Anderson - CDNA

Philip Coghill - RCN

Fiona Farmer - AMICUS

James Farrelly - TGWU

Michael Fuller - AMICUS

John Gallacher - UNISON

Lillian Macer - UNISON

Catherine Mackay - UNISON

Alex McLuckie - GMB

Graham Pirie - SCP

Colin Poolman - RCN

Elizabeth Stow - SOR

Anne Thompson - RCN

Tom Waterson - UNISON

Secretariat: Colin Cowie - SEHD, Kirsteen Thomson - SEHD

Apologies:

Employers

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

Trade Unions &

Professional Organisations

Willie Duffy, Glyn Hawker, Dougie Lockhart, Sandra-Dee Masson,
Patricia McNally, Stephen Smith

1. Minute of Previous Meeting

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

Pay Uplift

The Chair referred to the recent Ministerial decision not to stage the pay offer for those staff covered by the Pay Review Bodies in Scotland. Staff side welcomed this decision although made the point that staff side organisations were yet to accept the 2.5% offer. Staff side further enquired about the position of those staff covered by the Pay Negotiating Council (PNC). Executive personnel clarified

that the Department had sent a letter to the staff side chair of the PNC with a 2.5% unstaged offer and that the Executive is therefore awaiting a response from the PNC. The Chairs asked that the Executive's letter to the PNC be shared with them and Executive personnel undertook to do this.

Action: Admin Secretariat

2. Matters to Report

a) JEMG

The Committee was informed that staff and employer representatives had been in discussion and were now close to agreeing an approach and a form of words which could be issued to the service and allow the remaining job matched staff to assimilate quickly. The intention was to conclude this business after the meeting.

Action: Ian Reid, Elizabeth Stow,
Jim Cameron, John Gallacher

b) Senior Managers Pay

Staff side referred to the paper they had submitted to John Cowie which suggested terms for further guidance in this area and also enquired about the pay rise for senior managers this year. Employers responded that both these matters should be discussed direct with John Cowie but asked that the staff side paper be shared with the Co-Chairs for information.

Action: Admin Secretariat

c) Pay Protection

It was noted with disappointment that no meeting of this sub-group had taken place yet. Secretariats undertook to make renewed efforts to get those nominated for this group to the table as soon as possible. It was agreed that the admin secretariat would circulate any remit which was available for this group.

Action: Admin Secretariat

d) Transitional Points

The Committee was informed that the sub-group to discuss this issue had met and that a need for further information had been identified. This information was being gathered from Boards and the intention was to set up a further meeting as soon as was practical.

Action: Admin Secretariat

e) Scottish Distant Islands Allowance

The Committee noted that a corrigendum to the extant circular had now been issued to cover the historical Inner Hebridean Islands.

f) STAC Website

Suggestions had been made for further refinements to the site which meant it had not yet been placed on SHOW. It was confirmed that the site should be live in time for the next meeting however.

g) Incremental Date and Break in Service

Employer side reported that this issue had been discussed at MSG and they were minded to agree to staff side's request to reinstate the Whitely three month default position. They undertook to write to the staff side formally confirming this. Staff side raised the issue of when this would be effective from and employers undertook to give this further consideration and respond on this point also.

Action: Employer Side Secretariat

h) SPRIG (Payroll) list

Employers informed the staff side that the list of issues submitted after the last meeting had been discussed at MSG and undertook to pass a formal written response to staff side covering these points.

Action: Employer Side Secretariat

i) Unsocial Hours

The Committee noted that a consultation paper on the new arrangements had gone out to the service. Staff side commented that it will be important there is partnership working in each Board on the responses to this consultation. Employers noted this point and agreed that it will be important to get a coherent response from each system and also Scotland as a whole.

j) Equal Pay

The meeting was advised that Glasgow employers had written to staff side colleagues offering to meet to discuss how dealing with formal grievance procedures could be streamlined.

Staff side confirmed that they had not arrived at a settled position on whether a "truncated" procedures would be acceptable to them. They confirmed that decisions on the way forward on the staff side will depend upon legal advice.

3. Matter to Discuss

a) Supervisor of Midwives in Higher Education/Senior Management

Staff side had circulated a paper seeking to extend the supervisor of midwives allowance to those working in higher education institutions and senior management.

Employers noted the contents of the paper but felt that they were not in a position to pay this allowance to midwives employed by higher education institutions as these staff are not on the NHS payroll. Similarly, they did not feel able to support payment of the allowance to senior managers as these staff are under Ministerial direction. Employers undertook to write formally to the staff side setting out their position.

Action: Employer Side Secretariat

b) MUFTI Allowance

Staff side referred to the paper which had been circulated making a claim for the establishment of a national allowance (known as MUFTI) to staff who are required, for clinical or safety reason, to wear their own clothes whilst delivering healthcare services. They contended that it was their understanding that allowances which were not listed in Annex Q of the Agenda for Change agreement could continue to be paid.

Employer side replied that it was their view that all local leads and allowances are superseded on assimilation to Agenda for Change and that they would not be in favour of the establishment of a new national allowance as this would be counter to the principle of simplifying the pay system which Agenda for Change represented.

Employer side undertook to respond in writing to the staff side in relation to the claim made in their paper.

Action: Employer Side Secretariat

c) First Aid Allowance

Staff side drew attention to the paper which they had prepared requesting the introduction of a First Aid Allowance. They highlighted that it was a statutory requirement on employers to have a prescribed level of first aid provision in the workplace and took the view that employees who assist in meeting this obligation by acquiring first aid skills should receive some form of financial recognition.

Employer side acknowledged the statutory requirement and informed the meeting that the health service was currently in discussion with the Health and Safety Executive about how best it could meet these requirements in various healthcare settings.

Employers said they would need time to reflect on the issues thrown up by the paper and would be responding in writing to the staff side in due course.

Action: Employer Side Secretariat

d) Unplanned Acting Up

Staff side made the point that there was a need for consistent application of the unplanned acting up circular and had submitted suggested draft guidance for consideration. Employer side expressed concerns about the references to "rest days and annual leave" in the paper but felt that it was broadly helpful. They undertook to respond formally to the staff side once they had had the opportunity to consider the draft further.

Action: Employer Side Secretariat

e) Payment of Overtime During Sickness or Holiday

Staff side referred to the paper which had been submitted and commented that there was a need for clarity round this issue. Employers noted that the issue hinged on the definition of "contractual" overtime and suggested that a sub-group be formed to look at this matter in more detail.

Action: Secretariats

f) Future of "Payment on Account"

Staff side enquired what the position of payment on account would be on 1 April this year, whether it would be rolled forward and, if so, whether it would be uplifted by 2.5%. Employers undertook to discuss this further and get back to the staff side in due course.

Action: Employers

5. Date of Next Meeting:

Wednesday 16 May 2007

11.00am

UNISON House, Glasgow

14 West Campbell Street

Agenda Subject	Action	Action Officer(s)
Pay Offer	PNC letter to be shared with staff side	Admin secretariat
JEMG	To agree on approach to national monitoring	JEMG sub-group
Senior Managers Pay	Staff side paper to be shared with joint chairs	Admin secretariat
Pay Protection	To circulate remit	Admin secretariat
Transitional Points	To arrange a further meeting	Admin secretariat
Incremental Date and Break in Service	Employers to respond	Employer secretariat
SPRIG (Payroll) list	Employers to respond	Employer secretariat
Supervisor of Midwives in Higher Education/Senior Management	Employers to respond	Employer secretariat
MUFTI Allowance	Employers to respond	Employer secretariat
First Aid Allowance	Employers to respond	Employer secretariat
Unplanned Acting Up	Employers to respond	Employer secretariat
Payment of Overtime During Sickness or Holiday	Sub-group to be set up	Secretariats
Future of "Payment on Account"	Employers to clarify situation as at 1 April 2007	Employers

Colin Cowie
STAC Secretariat