

Scottish Terms And Conditions (STAC) Committee: Minute of Meeting
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Wednesday 26 September 2007, 11.00 am, Meridian Court, Cadogan Street, Glasgow

Present:

Employers:

Trade Unions and Professional Organisations:

George Brechin (Co-chair) - NHS Fife	Glyn Hawker (Co-Chair) - In Chair - UNISON
Jim Cameron (Secretary) - MSG	Willie Duffy - (Secretary) - UNISON
Laura Ace - NHS Dumfries and Galloway	Robert Anderson - CDNA
John Burns - NHS Dumfries and Galloway	Philip Coghill - RCN
Robert Calderwood - Greater Glasgow and Clyde	Elizabeth Stow - SoR
Colin McGowan - SGHD	Michael Fuller - UNITE
Rona Webster - NHS Fife	Fiona Farmer - AMICUS
	Jimmy Farrelly - UNITE
	John Gallacher - UNISON
	Jackie Mitchell - RCM
	Lilian Macer - UNISON
	Catherine Mackay - UNISON
	Patricia McNally - CSP
	Graham Pirie - SCP
	Anne Thomson - RCN

Secretariat: John Provan - SGHD, Colin Cowie - SGHD

1. Apologies

Employers	Alan Boyter, Brian Cowan, Lynne Khindria, Alex Killick, Gerry Marr, John Matheson, Jim McCaffery, Janis Millar, Ian Reid, Elinor Smith, Gordon Walker, Paul Wilson
Trade Unions & Professional Organisations	Kate Kenmure, Douglas Lockhart, Alex McLuckie, Colin Poolman, Stephen Smith, Tom Waterson

2. Minute of Previous Meeting

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

Staff side referred to item l)b. on the minutes of the previous meeting (JEMG - Next Steps) and highlighted their desire to take forward the work proposed in the SPRIG final report around banding outcomes and referred to the paper prepared by John Turner in relation to this matter.

Employers acknowledged the points which staff side made and undertook to review the information in John Turner's paper.

Action: Employers

3. Matters to Report

a) Pay Protection

The administrative secretariat confirmed that there had be a trawl for availability, and were in the process of setting up the next meeting of the sub-group.

Action: Admin Secretariat

b) Transitional Points

Employers confirmed that they were currently considering a draft definition of "unit or equivalent work area" and that they will reply in writing to staff once discussions around this matter are complete.

Staff side expressed a wish to move quickly to agree this definition and, if necessary, arrange another sub-group meeting to reach a final settlement on this matter.

Action: Employer Side

c) Contractual Overtime

The admin secretariat advised that a circular announcing the agreed definition of contractual overtime under Agenda for Change would be issued to the service soon.

Action: Admin Secretariat

d) Unplanned Acting Up

The Admin secretariat advised that a circular announcing the agreed alteration to the previous circular on this issue - PCS(AFC)2006/2 - would be issued to the service soon.

Action: Admin Secretariat

e) RRP for Perfusionists

The Admin secretariat advised that a circular announcing the conversion of the current retention allowance for perfusionists into an RRP under Agenda for Change would be issued to the service soon.

Action: Admin Secretariat

f) First Aid - Statutory Requirements

The proposed first meeting of the First Aid Short Life Working Group was due to take place on 23 August 2007 but had to be cancelled. It was reported that the Admin Secretariat are currently trawling for availability for a re-arranged meeting.

Action: Admin Secretariat

g) Medium Secure Unit Allowance

It was noted that employers had been considering the issues raised by the first meeting of this group and that they had indicated that they now wished to have a second meeting. The admin secretariat are currently canvassing for suitable dates.

Action: Admin Secretariat

h) Implementation of Annex R (RRPs)

Staff side's paper on this matter had now been submitted. Employers confirmed that they were considering it and the admin secretariat undertook to canvass for dates for the first working group meeting.

Action: Staff Secretariat

i) Working Group Protocol

The protocol for progressing business through working groups has now been considered by both sides. Staff side had indicated that they wanted to give further consideration to the timescales contained in the draft. The staff side and employer secretariats have undertaken to review this and agree a final wording by the next meeting.

Action: Secretariats

J) Equal Pay

It was noted that this is now a standing item on the agenda but there was nothing to report to the Committee currently.

k) MUFTI

It was reported that staff side had shared examples of where MUFTI continued to be paid with employers. Employers undertook to give this matter further consideration and write to the staff side setting out their position.

Action: Employer Secretariat

l) Overtime for Travel Time (NHS Highland)

Staff side wished to bring the Committee's attention to a dispute which had arisen in the Highlands about the interpretation of Agenda for Change provisions on the payment of overtime for travel to and from work. It was reported that the local grievance procedure had been exhausted and that staff side felt this could be an issue in other Board areas also.

m) State Hospital

The Committee noted that a process had been put in place to try to resolve the dispute around banding at the State Hospital. Staff side felt that both this issue and the travel time issue in Highland highlighted the need to have a process which could replace SPRIG in terms of offering guidance on the interpretation of Agenda for Change, in circumstances where there was a difference of view locally. It was commented that taking on such a role would require a change in the STAC remit, and it was agreed that the secretariats would consider the best way to take this forward.

Action: Secretariats

4. Date of Next Meeting:

**Wednesday 14 November 2007
11.00am
Victoria Quay, Edinburgh**

Agenda Subject	Action	Action Officer(s)
JEMG - Next Steps	To review information in John Turner's paper.	Employers
Pay Protection	To arrange meeting.	Admin Secretariat
Transitional Points	Employers to finalise draft definition of "unit or equivalent work area" and pass to staff side.	Employer Secretariat
Contractual Overtime	Admin secretariat to finalise and issue circular.	Admin Secretariat
Unplanned Acting Up	Admin secretariat to finalise and issue circular.	Admin Secretariat
RRP for Perfusionists	Admin secretariat to finalise and issue circular.	Admin Secretariat
First Aid - Statutory Requirements	To identify meeting date.	Admin Secretariat
Medium Secure Unit Allowance	To identify date for further meeting.	Admin Secretariat
Implementation of Annex R (RRP's)	Employers to respond and date to be identified for working group meeting.	Employers/Admin Secretariat
Working Group Protocol	To review and advise admin secretariat.	Employer/staff side Secretariats
MUFTI	Employers to consider and write to staff side.	Employer Secretariat
State Hospital	Secretariats to consider advisory role for STAC.	Secretariats

Colin Cowie
STAC Secretariat

