

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

**Monday 7 September 2015, 3pm
St Andrews House, Edinburgh**

Present:

Employers:

**Trade Unions and
Professional Organisations:**

Robert Calderwood (Co Chair) - NHS Greater Glasgow and Clyde	Colin Poolman (Co Chair) - In Chair – RCN
Ian Reid – Employer Secretary - MSG	Wilma Brown – UNISON
Alan Boyter – NHS Lothian	Gordon Casey – Unite
John Burns – NHS Ayrshire and Arran	Lilian Macer – UNISON
Malcolm Clark - SGHSCD	Norman Provan – RCN
Helen Kelly – NHS Forth Valley	Claire Ronald – CSP
Lorimer Mackenzie – SGHSCD	Donald Sime – Unite
Janis Millar - MSG	Tom Waterson – UNISON
Caroline Sharp – NHS Dumfries and Galloway	

1. Apologies

Employers	Laura Ace, Annie Ingram, Rona King, Caroline Lamb, Patricia Leiser
TU & Professional Organisations	Ron Banton, Philip Coghill, Willie Duffy, Cathy Miller, Jackie Mitchell, Graham Pirie, Deborah Shepherd, Donald Spence
SG Secretariat	Colin Cowie

The Chair opened the meeting by welcoming everyone and noting that a number of apologies had been submitted.

2. Minutes and Actions of Previous Meeting (8 June 2015)

The Minutes and Action Points were agreed as an accurate record of the 8 June meeting. Of the action points, it was noted that Working Longer appeared on the agenda and the others had been completed.

3. Matters to Report

a) Equal Pay

Employers proposed meeting with Unison to move towards a negotiated settlement. It was noted that claims submitted by the GMB were less clear.

b) Working Group: Pay During Annual Leave

It was reported that a further meeting of the Group had been planned for the same day as STAC, but a lack of progress at the UK level meant there was little to discuss and the meeting had been cancelled. It was agreed that the position be kept under review and a meeting arranged as soon as practicable.

c) Working Group: Impact of Working Longer

The draft Terms of Reference were welcomed and it was agreed they go forward to the Group for sign-off. It was reported that the first meeting of the Group would take place in early October, shortly after the next meeting of the UK-wide group.

d) Working Group: High Cost Area Supplements

Following recent correspondence between the Scottish Government and the STAC Co-Chairs clarifying the position, it was agreed that there was nothing further to determine and the issue could now be taken off the agenda. The Staff Side Co-Chair to circulate the letter round colleagues.

Action: Staff Side Co-Chair

e) Bulky Items

It was noted that all had struggled to reach a determination on this. It was agreed that the Scottish Government would refer the matter back to boards for their consideration, together with the available relevant guidance.

Action: Scottish Government

f) Mileage Rates

The continuing lack of clarification at the UK level on the new rates which should have been introduced in July was noted. It was agreed that when they are finally established, there should be no retrospective changes and that health boards should be informed of this joint decision.

Action: Scottish Government

g) Tayside Dispute

It was noted that STAC had provided recommendations to help resolve the dispute, then withdrawn from the process, as was appropriate.

h) Enterprise Bill

It was noted that both sides had provided quick comments to a brief consultation on the UK Government's Enterprise Bill around the proposal to cap exit payments. The comments, which were broadly similar and had been included in the STAC papers, had been passed on to the appropriate people in the Scottish Government for consideration as part of the SGs response.

i) UK Staff Council Agenda for Change Review

It was reported that the review had commenced and the Scottish Government had sent a representative to the 2 meetings prior to that taking place on the same day as STAC. It was agreed that Staff Side, Employers and the Scottish Government should continue to participate, although it was confirmed that the review was not an alternative way to amend Scottish conditions; any proposed changes will still come back to STAC for consideration. Scottish Employers will now play a direct role in the meetings.

4. Matters for Discussion

a) Review of AfC Band 1

It was agreed by both sides that an initial meeting of the STAC Secretariat should take place as soon as possible to consider taking this forward. The Staff Side reported that they were still seeking comments on the remit which will be taken to the Secretariat meeting. This meeting will also scope out a project plan. The Staff Side also suggested that the position of contract staff in roles analogous to AfC Band 1 should also be considered by the review.

Action: Staff Side/ STAC Secretariat

5. Matters to Note

a) Pensions/Governance Group Minutes

No approved minutes have yet been agreed from either group and this was noted.

6. Date of Next Meeting

2 December 2015 – it was noted that this meeting had been moved from morning to afternoon and Edinburgh to Glasgow.

Malcolm Clark
The Scottish Government

Scottish Terms and Conditions Committee

7 September 2015 Meeting

Action Points

Agenda Subject	Action	Action Officer(s)	Update
3d) Working Group: High Cost Area Supplements	Staff Side to be sent HCAS letter	Staff Side Co-Chair	Done
3e) Bulky Items	Matter to be remitted back to Boards	Scottish Government	
3f) Mileage Rates	Health Boards to be informed of no retrospection	Scottish Government	Done. Boards informed on 14 September.
4a) Review of AfC Band 1	Staff Side to get comments on remit	Staff Side	Done
4a) Review of AfC Band 1	First review meeting to be arranged	STAC Secretariat	Done. Took place on 30 September