

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

**Monday 8 June 2015, 2.45 pm
Europa Building, Glasgow**

Present:

Employers:

**Trade Unions and
Professional Organisations:**

Robert Calderwood (Co Chair) - In Chair - NHS Greater Glasgow and Clyde	Colin Poolman (Co Chair) - RCN
Ian Reid – Employer Secretary - NHS Greater Glasgow and Clyde	Willie Duffy – Staff Side Secretary - UNISON
Laura Ace – NHS Lanarkshire	Ron Banton - BDA
Malcolm Clark - SGHSCD	Wilma Brown - UNISON
Annie Ingram – NHS Grampian	Gordon Casey - Unite
Helen Kelly – NHS Forth Valley	Lilian Macer - UNISON
Lorimer Mackenzie – SGHSCD	Alex McLuckie - GMB
Janis Millar - MSG	Patricia McNally - CSP
	Cathy Miller - UNISON
	Jackie Mitchell - RCM
	Graham Pirie - SCP
	Norman Provan - RCN
	Deborah Shepherd - SoR
	Donald Sime - Unite
	Tom Waterson – UNISON

Secretariat: Colin Cowie – SGHSCD

1. Apologies

Employers	Alan Boyter, John Burns, , Rona King, Patricia Leiser, Caroline Sharp, Jacqui Jones, Malcolm Wright
TU & Professional Organisations	Philip Coghill, Gordon McKay, Donald Spence, Claire Ronald

The Chair opened the meeting by noting that Deborah Shepherd of the Society of Radiographers had now joined STAC following the retiral of Elizabeth Stow last year. The Committee welcomed her to her first meeting.

2. Minutes and Actions of Previous Meeting (12 March 2015)

The Minutes and Action Points were agreed as an accurate record of the 12 March meeting.

3. Matters to Report

(a) Pensions/Scottish Pensions Group Minutes

Scottish Pensions Group (SPG) minutes from 9 December 2014 and 18 March 2015 had been circulated, for information. These were noted, as was the fact that the Scottish Pensions Group had now been dissolved and that these would therefore be the last SPG minutes to go to STAC.

A paper setting out post 1 April 2015 governance arrangements for the NHS Pension Scheme had been circulated. It confirmed that two bodies, the Scheme Advisory Board and the Pension Board, would oversee the Scheme. Whilst it was noted that these bodies would not report to STAC as SPG had, the Committee concluded that it would be helpful to continue to receive minutes from their meetings, for information.

(b) Equal Pay

It was reported that the offer made to Thompsons Solicitors re the Unison claims had been rejected. Further work between solicitors for the parties will be necessary to reach a conclusion. Cases represented by GMB and IFON were still subject to discussion within the Tribunal, but it was hoped that these could be moved forward soon.

(c) High Cost Area Supplement

Questions raised by the Working Group were currently with the Scottish Government and Scottish Government representatives confirmed that the intention was to seek advice from the Cabinet Secretary on these soon, and then feed back to STAC.

(d) Pay During Annual Leave

The second meeting of this Working Group had taken place before STAC. A need for further research had been identified and the intention was to progress this and arrange another meeting before STAC on 7 September.

(e) Changes to the Agenda for Change Handbook

STAC letter STAC(TCS01)2015 had been circulated previously detailing changes to the Agenda for Change Handbook which either do not apply in

Scotland or have been dealt with through other routes. The Committee noted this.

(f) Agenda for Change Across the UK

Papers relating to the UK Staff Council's proposal to review the Agenda for Change system had been circulated, for information. The review is predicated, firstly, on the observation that the current pay scales are too long, making them vulnerable under equal pay legislation. Also that the current approach of having scales which overlap needs to be considered.

The Staff Council have agreed to look at both the pay and wider terms and conditions approach of Agenda for Change with a view to ensuring it is fit for purpose going forward. The proposal is to do this on a 4 country basis. STAC agreed it would be sensible for Scotland to participate on the understanding that our position is ultimately reserved and that Scotland will be able to take a view on the outcomes and their applicability within the Scottish system in due course.

(g) Bulky Items

Research is currently being undertaken with a view to defining what constitutes a "bulky item".

(h) Mileage Rates

It was noted that the AA's May/June rates have not yet been published. The AA have not been willing to specify when the rates will be available, saying only that they will be published at some point in June. Both sides undertook to ensure that a circular actioning any change in rates should, if required, be fast tracked through the system to, if possible, avoid a situation where overpayments need to be recovered from staff.

(i) Tayside Dispute

Terms of Reference had been agreed whereby the STAC Chairs would examine the background to the present industrial dispute involving porters in NHS Tayside. The Chairs had subsequently met with both sides and will report back to the parties in Tayside once all the necessary information has been submitted.

4. Matters for Discussion

(a) Impact of Working Longer Review

The UK Impact of Working Longer Group is looking at various issues around an older workforce through its 8 Task and Finish groups and other specific stands of work. Some of the Task and Finish groups are already close to reporting back to the Steering Group: others will report later in the year. This

activity will produce various products, reports and recommendations which it will be necessary to scrutinise within a Scottish context.

A paper had been circulated which suggested setting up of a STAC Working-Group to consider the outcomes from the UK Group in detail and report back to STAC. The Committee agreed to this and Staff Side commented that they would wish this group to be convened as soon as possible. Each side undertook to put forward 4 names for the group.

Action: Secretariats

(b) Injury Allowance Policy

The work of the Injury Allowance Working-Group has now concluded. Updated guidance has been produced, along with a covering letter highlighting key points to bear in mind when considering Injury Allowance claims. These papers were put to STAC for approval. The Committee agreed these and were happy to see them issued to the service.

Action: Scottish Government

(c) Annual Increments for Bank Workers

Previously issued guidance means that bank workers need to do a minimum number of bank hours per week to qualify for a yearly increment to their bank pay. However, for staff with substantive posts this can mean that their substantive and bank pay points fall out of sync. Many staff have been circumventing this anomaly by resigning and re-joining the bank - as bank joiners are placed on the bank scale at their substantive level. This then creates additional administrative work for employers.

As the requirement for a minimum hourly commitment exists to ensure that skills are maintained, employers have now taken the pragmatic view that this is addressed by an employee's substantive position and that, for such staff, their bank increments should move in line with their substantive pay.

Revised guidance in line with this new approach had been circulated to the Committee and Staff Side confirmed that they were broadly happy with this, with one minor change. It was agreed that this change would be discussed by the Secretariats and that the guidance should then be issued.

Action: Secretariats/Scottish Government

(d) Christmas at Weekend - Guidance

As some of the holidays associated with the Christmas and New Year period fall at the weekend this year, questions had been raised as to whether the guidance issued on this subject in 2009 still stands. The Secretariats had confirmed that it does and, for clarity sake, had suggested re-issuing that same guidance with a fresh covering letter. A draft had been circulated to this effect and the Committee approved this for publication.

Action: Scottish Government

5. Date of Next Meeting

7 September 2015

Colin Cowie, STAC Secretariat

Scottish Terms and Conditions Committee

8 June 2015 Meeting

Action Points

Agenda Subject	Action	Action Officer(s)	Update
4(a) Impact of Working Longer Review	To establish a Working Group to consider outcomes from UK Working Longer Group	Secretariats	Done
4(b) Injury Allowance Policy	To issue agreed guidance	Scottish Government	Done. STAC(TCS02)2015 issued on 11 June.
4 (c) Annual Increments for Bank Workers	To agree change to draft guidance	Secretariats	Done.
4 (c) Annual Increments for Bank Workers	To issue agreed guidance	Scottish Government	Done. PCS(AFC)2015/2 issued on 3 August.
4 (d) Christmas at Weekend - Guidance	To re-issue 2009 guidance	Scottish Government	Done. STAC(TCS03)2015 issued on 12 June.