

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

**Tuesday 8 March 2011, 11.00 am
Europa Building, Glasgow**

Present:

Employers:

**Trade Unions and
Professional Organisations:**

George Brechin – (Co Chair) – In Chair - NHS Fife	Willie Duffy - UNISON (Staff Side Secretary)
Rona King – (Employer Side Secretary) - NHS Fife	Wilma Brown - UNISON
Steve Conway – NHS NSS	Gordon Casey, Unite
Rosslyn Crocket – NHS Greater Glasgow & Clyde	Philip Coghill - RCN
John Hannah – Scottish Government	John Gallacher - UNISON
Alex Killick – NHS Tayside	Lillian Macer – UNISON
Janis Millar – Management Steering Group	Joe McIlwee - Unite
Ian Reid – NHS Greater Glasgow & Clyde	Patricia McNally - CSP
	Jackie Mitchell - RCM
	Graham Pirie – SCP
	Norman Provan - RCN
	Donald Sime - Unite
	Elizabeth Stow – SoR
	Tom Waterson - UNISON

Secretariat: Colin Cowie – SGHD, Dave Watson – Scottish Government

1. Apologies

Employers	Laure Ace, Alan Boyter, Annie Buchanan, Caroline Sharp, Brian Cowan, Colin McGowan, Helen Kelly, Ruth Kelly, Robert Calderwood, Malcolm Wright, Mark Sinclair, John Burns, Pamela McLauchlan.
Trade Unions & Professional Organisations	Lisa Cameron, Michael Fuller, Brian McCann, Brian McDonald, Alex McLuckie, Colin Poolman, Ron Banton, Clare Ronald.

Resignation of Glyn Hawker

The Chairman opened the meeting by noting that the former staff side Chair, Glyn Hawker, had resigned to take up a more senior post within UNISON. He expressed his personal appreciation of the collaborative way she had approached the role and the Committee joined him in expressing formal thanks for her contribution to the work of STAC over the years, and in wishing her well in the future.

2. Minute of Previous Meeting (15 December 2010)

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

3. Matters to Report

(a) Annex T

Evidence on the application of the guidance across NHS Scotland has now been gathered. Following recommendations of the Working Group, the committee agreed that the guidance should be re-issued with a covering note emphasising the benefits of applying Annex T.

Action: Annex T Working Group and Scottish Government

(b) Mileage Review

The Committee noted that the staff side of the NHS Staff Council had raised a further issue with the proposals and that this would be discussed at a future Staff Council meeting.

(c) On Call Review

The remit and terms of engagement which the Working Group had agreed were submitted to the Committee and approved.

(d) National RRPs

The Committee noted the agreement which had been made by the NHS Staff Council to withdraw National RRP's over a two year period. Staff side made a case for more generous protection terms in Scotland, citing Malcolm Chisholm's letter about Agenda for Change protection as a basis for this. Employers agreed to take this point away and consider it.

Action: Employers

(e) Royal Wedding Public Holiday

It was noted that 29 April, the date of the royal wedding, would be a public holiday for NHSScotland staff.

(f) Equal Pay

Staff side highlighted a possible test case which may take place soon and reiterated their offer to discuss a negotiated settlement for Scotland through STAC.

4. Matters for Discussion

(a) JEMG2

The Working Group, having completed its examination of Agenda for Change banding outcomes around Scotland, had submitted a final report to the Committee. The report was approved and it was agreed that it should now be submitted to the Cabinet Secretary.

Action: JEMG2 Working Group and Scottish Government

(b) Annex O

The Working Group had agreed a form of words as guidance in relation to the carry over of annual leave following sick leave and proposed to put these out as an addition to the previous "Annual Leave" circular. They had also drafted a national policy around notice periods. They had proposed, however, that policies in relation to reimbursement of telephone expenses and relocation expenses should be left at a local level. Staff side did not feel able to sign off these proposals at the meeting but asked for a further two weeks in order to gather views on the proposals – specifically around notice periods. Employers agreed to this extension.

Action: Staff Side and Annex O Working Group

(c) Bank Workers (Payment during Annual Leave)

The Committee agreed that the further guidance which had been drafted to assist Boards in implementing the new policy should be issued to the service.

Action: Scottish Government

Additional Items:

Protection of Vulnerable Groups (PVG) Payments

Staff side raised an additional item about PVG payments. There had been discussion at SWAG about employers picking up these costs and staff side sought agreement through STAC for this as a policy. Employers agreed to take this point away and consider it.

Action: Employers

5. Date of Next Meeting

Thursday 30 June 2011

Dave Watson, STAC Secretariat

Action Points

Agenda Subject	Action	Action Officer(s)	Update
Annex T	Re-issue the guidance with an additional clarification note.	Annex T Working Group and Scottish Government	Issued
National RRP's	To consider staff side case for more generous protection terms.	Employers	Employers responded
JEMG2	Final report to be submitted to the Cabinet Secretary.	JEMG2 Working Group and Scottish Government	Report submitted and accepted by Cabinet Secretary
Annex O	To use two week window to gather views on the proposals – specifically around notice periods, before considering sign off.	Staff side	Work still ongoing
Bank Workers (Payment during Annual Leave)	Further guidance to be issued to the service.	Scottish Government	Guidance issued
PVG Fees	To consider staff side request to cover these payments.	Employers	Work still ongoing