

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

Tuesday 16<sup>th</sup> May 2006, 11.00 am Stirling Highland Hotel, Stirling

## Present:

### Employers:

George Brechin (Co-chair) - NHS Fife  
Jim Cameron (Secretary) NHS Greater Glasgow  
and Clyde

Rona Webster - NHS Fife

Ian Reid - NHS Greater Glasgow and Clyde

Gordon Walker - NHS Lanarkshire

John Matheson - NHS Lothian

Alex Killick - SEHD

Janis Millar - SEHD

### Trade Unions and Professional Organisations:

Glyn Hawker (Co-chair) In Chair - UNISON

Gillian Lenaghan (Secretary) - RCM -

Lillian Macer - UNISON

Colin Poolman - RCN

Anne Thompson - RCN

Willy Duffy - UNISON

Catherine MacKay - UNISON

Tom Waterson - UNISON

Graham Pirie - SCP

Patricia McNally - CSP

Elizabeth Stow - SOR

Secretariat: John Provan - SEHD, Colin Cowie - SEHD

### Apologies:

#### Employers

Alan Boyter, Gerry Marr, Lynne Khindria, Robert Calderwood,  
Brian Cowan, John Burns, Jim McCaffery, Elinor Smith

#### Trade Unions & Professional Organisations

Michael Fuller, James Farrelly, Billy Parker, Robert Anderson,  
Dougie Lockhart, Stephen Smith

## 1. Minute of Previous Meeting

The minute and action points were agreed as an accurate reflection of the decisions of the meeting.

## 2. Matters to Report

### a) Acting Up

The Chair confirmed to the Committee that a form of words had now been agreed between Staff and Management and it is expected that an HDL based on this agreed wording will be issued soon.

Action: SEHD

b) Midwifery Supervisory Allowance

The Chair confirmed that agreement on the appropriate allowance had been reached and an HDL will be issued soon.

**Action: SEHD**

c) Review Process

The meeting was informed that this paper had now been signed off and issued to the Service.

**3. Matters for Discussion**

a) Long Shifts

The Committee was informed that agreement had been reached, and that a formal agreement would be signed off by the co-chairs.

**Action: Rona Webster**

b) Transitional Points

It was confirmed to the meeting that after consideration Employers had rejected the Staff side's request re the abolition of transitional points. Staff side expressed disappointment and undertook to review their position based on the information which employers had circulated.

c) Whitley

Agreement had been reached on a 2.5% time-limited payment on account for non assimilated staff in line with the NOHPRB recommended pay uplift for Agenda for Change. A form of words setting out the parameters of this agreement would be finalised and signed off by the co-chairs. The agreement will then go to the Minister for approval.

**Action: Ian Reid/SEHD**

d) Bank Staff

The Chair referred to the paper prepared by Janis Millar which had been circulated to members prior to the meeting. Staff side sought clarification on whether bank staff were considered "workers" or "employees". Janis Millar would provide staff side with CLO advice that had been obtained. Management emphasised that the key issue is that although the paper proposes the creation of generic job descriptions this is for assimilation purposes and bank staff will be paid Agenda for Change rates *for the job they are covering*. It was accepted that Boards would go ahead and assimilate staff according to the procedures set out in the paper without prejudice to the right of Staff side to come back to STAC for further discussion around this issue. The circulated paper would be issued to employers.

**Action: Janis Millar/SEHD**

e) Accelerated Progression from Band 5 to Band 6

Staff side expressed disappointment that discussions on this issue were not further on. It was pointed out that a Technical Group had met in March but that no paper arising out of this had yet been put to the Committee. Management agreed to prepare a paper in time for the June meeting.

**Action: Management**

#### **4. Matters for Future Action**

a) Relocation

It was reported that the diary commitments of those members nominated to participate in the sub-group were making arranging a meeting to discuss this matter difficult. The Committee expressed disappointment that a meeting had not taken place yet. It was, however, hoped that a meeting could be arranged in the near future and that there would be some progress to report back to the Committee at the next meeting.

**Action: SEHD**

b) Bonus Payments

The Committee noted the information contained in Jacqui Jones' paper which had been circulated prior to the meeting.

c) Distant Islands Allowance

This matter had been on the agenda for some time and the Committee felt it would be good to see the outstanding issues resolved. It was agreed that SEHD would be represented in the sub group, and that a further employer representative would be sought. STAC secretariat reported that a meeting of the sub group is currently being set up and should take place before the next STAC meeting.

**Action: SEHD**

d) Unsocial Hours/On Call for SAS

The Chair referred to the papers which had been prepared by Janis Millar and circulated prior to the meeting. It was noted that Scottish Ambulance Service management and staff side had agreed the proposals contained in these papers. Staff side made two points 1) that there was a need to be clear that this was an interim arrangement and 2) that these arrangements were for the Scottish Ambulance Service only. Management side accepted both points and it was agreed that any reference to the arrangements potentially applying more widely should be deleted from the form of words which would then be communicated to the service.

**Action: Janis Millar/SEHD**

e) Training Grades

Staff side requested that this issue be put on the agenda for the next meeting.

**Action: Joint Chairs**

**5. Date of Next Meeting:**

**Monday 12 June 2006**

**11.00am**

**Stirling University Management Centre**

<b>Agenda Subject</b>	<b>Action</b>	<b>Action Officer(s)</b>
Acting Up	HDL to be issued.	SEHD
Midwifery Supervisory Allowance	HDL to be issued.	SEHD
Long Shifts	Form of words to be finalised for agreement.	Rona Webster
Whitley Uplift	Form of words to be finalised for agreement. Matter to be put to the Minister for approval.	Ian Reid/SEHD
Bank Staff	Guidance to be issued to service.	Janis Millar/SEHD
Accelerated Progression from Band 5 to Band 6	Paper to be produced for next meeting.	Management
Relocation	Meeting of sub-group to be arranged.	SEHD
Distant Islands Allowance	Meeting of sub-group to be arranged.	SEHD
Unsocial Hours/On Call for SAS	Agreement to be communicated to service.	Janis Millar/SEHD

**Colin Cowie**  
**STAC Secretariat**