

Update with Glyn Hawker

17th August 2005, 2.00pm, Stirling University Management Centre

Present:

Glyn Hawker
Jacqui Jones

Michael Fuller
Vicki Larkin

1 Future Meetings

- Due to a clash of meeting dates with the Management Steering Group in October, November and December new dates are being discussed with SPRIG co-chairs.

Action: Vicki Larkin to chase up

- PSU to write out to all committee members to ask them to confirm their attendance for future meetings.

Action: Vicki Larkin

2 Payroll Officers Claim

- Meeting has been arranged for Monday 29th August 2005, 10am- 1pm, Edinburgh (venue to be confirmed).

3 Introduction to the Service

- Jacqui Jones has drafted a letter which is currently with Paul Martin. In light of the current Partnership Review it has been agreed that this letter shouldn't go out as the position of the committee may change. To be removed from the agenda/ action points until after the review.

Action: Vicki Larkin

4 Reckonable Service

- A meeting for this working group has been arranged for Wednesday 31st August 2005, 2.00pm (after SPRIG), Lovat Hotel Perth. Jacqui Jones has agreed to supply the group, before the meeting, with information she had gathered during working in Local Government.

Action: Jacqui Jones

5 Annual Leave and Public Holiday Entitlement

- A copy of the letter which went to the Staff Council is to be circulated to the Committee for information.

Action: Vicki Larkin

6 Recruitment and Retention Policy

- The policy was originally to go out with a letter from the Joint Chairs of the committee but it has now been agreed that it should go out as a HDL. The HDL is currently being drafted, it will then go to the Joint Chairs for their approval before finalisation.

Action: Vicki Larkin

7 Chaplains

- Due to lack of diary availability this meeting is yet to be arranged.

Action: Vicki Larkin

8 Equal Pay Update

- An update from the Staff Council is to be brought back to the next committee meeting.

Action: Colin McCowan or Janis Millar

9 Constitution

- This item is to be kept on the agenda for discussion at the next meeting. It will also be incorporated into the Review of Partnership.

Action: Vicki Larkin

10 Assimilation Resource Solution - Management Proposal

- It was agreed that this should go on to the agenda for the Payroll Managers Claim meeting on 29th August.

Action: Jacqui Jones

11 National Contract of Employment

- This document was passed on from the Employment Law Advisory Group (ELAG).

It was agreed that it should tie in with the document which Janis Millar prepared for SPRIG. Claire Brennan to take this forward.

Action: Claire Brennan

12 Date of next meeting:

Wednesday 14th September 2005
1.30pm
Stirling Royal Infirmary Conference Centre

Vicki Larkin
Partnership Support Unit
19th August 2005