

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

**Wednesday 18 September 2019, 10.00 am
Empire House, Glasgow**

Present:

Employers:

**Trade Unions and
Professional Organisations:**

Calum Campbell (Co Chair) – In Chair - NHS Lanarkshire	Colin Poolman (Co Chair) – RCN
Ian Reid – Employer Secretary – Management Steering Group	Willie Duffy – Staff Side Secretary - Unison
John Burns – NHS Ayrshire and Arran	Philip Coghill - RCN
Janis Butler – NHS Lothian	Scott Keir - BDA
Caroline Cooksey – NHS Dumfries and Galloway	Lilian Macer - Unison
	James O’Connell - Unite
	Graham Pirie - SCP
	Norman Proven - RCN
	Rob Quick - HCSA
	Claire Ronald – CSP
	Deborah Shepherd – SoR
	Sylvia Stewart - Unite
	Tom Waterson - Unison
	Tom Wilson - RCN

Secretariat: Colin Cowie – SGHSCD

1. Apologies

Employers	Laura Ace, Pauline Howie, Annie Ingram, Jacqui Jones, Lynne Khindria, Patricia Leiser, Anne MacPherson, Sean Neill
TU & Professional Organisations	Jane Anderson Tony Axon, Wilma Brown, Tony Dowling, Linda Delgado, Karen Leonard, Cathy Millar, Jackie Mitchell

2. Minutes and Actions of Previous Meeting (14 June 2019)

The Minutes and Action Points were agreed as an accurate record of the 14 June meeting.

3. Matters to Report

a) Job Evaluation

STAC noted the paper which had been circulated which provided an update on the work of the Group. The Board reporting template had been issued and this should provide STAC with a broad overview of activity when data begins being collected next year.

Regional roadshow events are due to take place in October and feedback from these is likely to be helpful in considering how local and national resilience around job matching can be increased.

b) RRP Group

The working Group has now been populated and is due to meet for the first time in October. Staff Side indicated an intention to take a broad view of the issue, including workforce and succession planning. In order to give the Group time to progress its work, STAC agreed to extend the current RRP's by 6 months.

Action: To extend current provisions by 6 months

c) Appraisal and Incremental Progression

The Chairs of the Working Group updated STAC on recent developments. A programme of work setting out how the Working Group recommendations would be taken forward had now been agreed and the resource requirements identified. These were primarily in relation to IT as the Turas system will need to be development and on-line training modules will need to be put in place. The amount of work required may mean that the initial timescale needs to be extended.

Staff Side stressed the importance of this work and that it should not be forgotten about. They recognised that funding would be required and urged Employers and the Scottish Government to make the required money available as quickly as possible.

d) Paid As If At Work

The Committee noted that the a circular setting out the Scottish approach had been agreed and issued and that arrears was in the process of being paid.

Discussion had now moved to the outstanding Tribunal cases and Employers and Staff Side representatives were working together to examine how these could be settled.

4. Matters to Discuss

- a) Midwifery Continuity of Care – Ts&Cs Issues

The Royal College of Midwives had written to STAC highlighting that the model of care being proposed by the Scottish Government's Best Start policy appeared to have a number of terms and conditions implications. STAC agreed that it would be helpful to look at these points in more detail and approved the setting up of a Scoping Group.

It was noted that the midwifery model of care is changing across the UK and that a Group looking at the same issue is being set up by the Staff Council. It will therefore be important to maintain links with that Group so that any implications for Scotland can be taken account of.

Action: To establish Scoping Group

4. Matters to Note

- a) Scheme Advisory Board – Minutes – 9 May 2019
- b) PCS(AFC)2019/6 – Paid As If At Work
- c) PCS(AFC)2019/02 – (Corrigendum and Addendum) – Policy on Management of Sickness Absence (Promoting Attendance)
- d) STAC(TCS01)2019 – Maternity Pay
- e) STAC(TCS02)2019 – Health Visitors – Annex 21
- f) STAC(TCS03)2019 – Job Evaluation Annual Performance Report
- g) PCS(AFC)2019/7 – New Parent and Child Bereavement Leave
- h) DL(2019)14 – Early May Holiday 2020

Further to the Director's Letter indicating that the official date of the 2020 early May Public Holiday was moving to Friday to coincide with VE day, Staff Side indicated that they felt an additional Public Holiday should be awarded and intended to approach the Scottish Government to request this.

- i) PCS(AFC)2019/8 – Additional Statement and Q&A re OCP

In closing, it was highlighted that the Staff Side Chair and Secretary of STAC were due to meet the Cabinet Secretary on 25 September to discuss pay and other issues and that, subsequent to this, the intention was to organise an tripartite Away Day to examine how best to arrive at Agenda for Change pay settlements in future.

5. Date of Next Meeting

5 December 2019

Colin Cowie
Scottish Government
Scottish Terms and Conditions Committee

18 September 2019 Meeting

Action Points

Agenda Subject	Action	Action Officer(s)	Update
b) RRP Group	To extend current provisions by 6 months	Secretariats	Done – letters went out on 24 September
a) Midwifery Continuity of Care – Ts&Cs Issues	To establish Scoping Group	Employers / Staff Side	Ongoing