

Agreed Minute of the Meeting of the National Joint Negotiating Committee (NJNC) – Side Table (Support), on Wednesday 26 October 2022 at 1430-1630, via video conference

In Attendance	
John Gribben	Management Side
Ross Martin	“ “ (Chair)
Alan Ritchie	“ “
Derek Smeall	“ “
David Watt	“ “
Collette Bradley	Staff Side
Martin Clark	“ “
Chris Greenshields	“ “
Laura McLean	“ “
Heather Stevenson	Management Side Joint Secretary
Lorcan Mullen	Staff Side Joint Secretary
Gavin Donoghue	Director of College Employers Scotland
Jillian Cheape	Secretariat
Anne Davidson	Note Taker
Louis Martin	Zoom Administrator
Catherine McCreath	Note Taker

1/22 Welcome and Apologies

The Management Side was in the Chair for this meeting. The Chair welcomed all to the meeting and invited everyone to introduce themselves. Apologies were noted from Liz Connolly and Debbie Kerr, Management Side.

2/22 Facilities Time

The Staff Side had originally drafted a dispute letter on Facilities Time but stated that productive discussions took place between the Joint Secretaries where it was agreed to schedule a series of meetings to discuss the issues around Facilities Time in order to progress matters and avoid a dispute. The Staff Side reiterated their desire to have serious, urgent, focused discussions based on the recommendations of the Watson Report. The Staff Side stated it recognised that there was an improvement in Facilities Time that was agreed by the College Employers Scotland (CES) earlier this year, however, that increase had been imposed rather than negotiated and agreed. It stated the level of Facilities Time was still not sufficient and raised concerns around the end date of 31st July 2023 as part of the proposal. It stated that the end date gives the Staff Side no reassurance as to the long-term stability of time for key bargaining and representation work in the sector. The Staff Side also requested a breakdown as to how the employers had arrived at its proposed level of Facilities Time.

The Staff Side also raised concerns around the decreasing number of local stewards, which means a significant lack of local representation and hence causes personnel to be overstretched in terms of administration time.

The Management Side welcomed the constructive approach presented by the Staff Side and highlighted the importance of developing positive relationships through these negotiations in order that matters can be progressed. The Management Side advised that a CES meeting will be held on Wednesday 16 November 2022, where it will raise the Staff Side's concerns on Facilities Time.

The Staff Side confirmed that they were keen to work positively with the Management Side and welcomed the positive discussions during the meeting.

The Management Side acknowledged that there may be a need for a higher quantum in Facilities Time and that a strategy could be put in place to achieve this, The Management Side further suggested that both sides make a joint approach to the Scottish Government with regard to future funding as a way forward.

The Staff Side agreed to consider this approach but wished to note that any joint lobby opportunities are only possible to the Staff Side if it has enough resource. The Staff Side also stated that further resource was needed to assist with the Job Evaluation process going forward.

The Management Side discussed the need to make progress on the work plan without unnecessary delays, and also the need to find balance between national and local Facilities Time,

The Staff Side stated that they were due to attend a meeting with ministers in the forthcoming week regarding funding.

The Management Side suggested it would be useful to have the Staff Side do a presentation to CES to illustrate how the staff operate within its branches and the constraints they are under with regard to Facilities Time.

The Staff Side suggested a reciprocal presentation with regard to the CES function and it was agreed that a separate meeting should be arranged to discuss how the figure of five FTE had been arrived at.

Following discussion, it was agreed that a smaller group, including the Joint Secretaries would meet to consider the matters raised at today's meeting in order to form a basis of discussion at the next meeting.

Both sides agreed that it was important to move beyond the debate around Facilities Time as there are more pressing issues that need due consideration.

3/22 Date of Next Scheduled Meeting

The next scheduled meeting of the Side Table (Support) is **Wednesday 2 November 2022**.

Action Monitoring Log

Wednesday 17 March 2021		
Action	Owner	Completion Date
Short paper to update the Side Table on Scope.	Management Side	June 2021
Wednesday 18 August 2021		
Action	Owner	Completion Date
Provide a paper detailing the financial items discussed.	Management Side	In progress
Wednesday 8 December 2021		
Action	Owner	Completion Date
Provide an update on Scope.	Management Side	March 2022
Continue discussions on Job Evaluation Post 2018 Roles.	Joint Secretaries	In Progress
Wednesday 26 January 2022		
Action	Owner	Completion Date
Update the Management Side on its position on the current Pay and Terms and Conditions offer.	Staff Side	Complete
Wednesday 9 March 2022		
Action	Owner	Completion Date
Provide an update on SFC's role in verifying costs.	Management Side	Ongoing
Provide an update on what actions have taken place relating to roles out of Scope.	Management Side	Ongoing
Seek clarity with regards to how NJNC agreements would affect those out of Scope.	Management Side	Ongoing
Provide an update to the Staff Side on whether the report on £400 payment to lecturers has been published. .	Management Side	Complete
Management Side to respond to Facilities Time request.	Joint Secretaries	Complete
Continue discussions on Jubilee Holidays 2022.	Joint Secretaries	Complete/Overtaken
Continue discussions on Long Covid with regards to joint work as a way forward.	Joint Secretaries	Ongoing
Share updated draft Annual Leave Policy with the Staff Side for formal agreement.	Management Side	Complete
Share updated draft National Agreement – Terms and Conditions (Support Staff) with the Staff Side for formal agreement.	Management Side	Complete
Wednesday 26 October 2022		
Action	Owner	Completion Date
Continue discussions on Facilities Time to form a basis for consideration at the next meeting.	Joint Secretaries	2 November 2022