

Minute of Meeting

Renfrewshire Council Joint Negotiating Committee for Teaching Staff

Date	Time	Venue
Tuesday, 12 June 2018	14:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

Representing Renfrewshire Council management

Councillor Paterson, G McKinlay, Head of Schools, J Trainer, Head of Early Years & Inclusion, M Convery, Head Teacher (St James' Primary School) and L McAllister, Education Manager (Curriculum and Early Years) (all Children's Services); and L Mullin, Principal HR & OD Advisor (Finance & Resources).

Representing Renfrewshire Council Teaching Staff

K Fella, M Russell, JP Tonner, J Welsh and H Whittle (all EIS); and S McCrossan (Adviser to Teachers' Side).

In Attendance

S Fanning, Principal OD and HR Adviser and D Low, Senior Committee Services Officer (both Finance & Resources).

Apologies

Provost Cameron; S Quinn, Assistant Director – Schools and A Hall, Education Manager (Development) (Children's Services); A Howie (EIS); and M Greenlees and S Dargie (both SSTA).

Additional Item

With the agreement of both sides, there was tabled an additional report, Managing Violence and Aggression in Educational Establishments, which was dealt with as item 6 of this Minute.

1 Appointment of Chairperson for the Meeting

In accordance with the terms of the local recognition and procedure agreement, which stated that the Chair of the Committee should alternate between the two sides comprising the Renfrewshire Council Joint Negotiating Committee for Teaching Staff, it was agreed that Councillor Paterson would chair this meeting of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff.

DECIDED: That Councillor Paterson chair this meeting of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff.

2 Minute

There was submitted the Minute of meeting held on 20 March 2018.

DECIDED: That the Minute be approved.

3 Professional Review and Development and Professional Update

There was submitted a report by the Joint Secretary (Management Side) relative to the results of a recent survey carried out by the General Teaching Council for Scotland (GTCS) in relation to teachers who had engaged in Professional Update and completed their sign off.

The report intimated that the Council's Professional Review and Development (PRD) and Professional Update Policy informed schools about the procedures for carrying out PRD meetings. The PRD process was the vehicle for Professional Update. The report set out the results of the GTCS annual survey and highlighted actions against each evaluation category.

DECIDED:

(a) That the results of the annual survey be noted; and

(b) That the proposed next steps for the Professional Review and Development Steering Group be agreed.

4 SNCT Pay and Leave Specification

There was submitted a report by the Joint Secretary (Management Side) relative to a number of revisions to the conditions of service for teachers and associated professionals which had been implemented since September 2011. To address a perceived lack of consistency in interpretation of the conditions of service for teachers at a local authority level a pay and leave specification had been agreed, a copy of which was appended to the report. The specification would be effective from 1 August 2018.

DECIDED: That the report be noted.

5 Absence Statistics - 2017/18 Quarter 4

There was submitted a report by the Joint Secretary (Management Side) relative to the Council's absence statistics for the period 1 January to 31 March 2018. The report provided information in relation to absence targets and how services and categories of staff had performed against them. An analysis of the reasons for absence for the period was included in the report. Information was also provided on supporting attendance activity levels by service and costs of sick pay and the overall number of days lost for Quarter 4.

DECIDED: That the report be noted.

6 Managing Violence and Aggression in Educational Establishments

There was submitted a joint report by the Head of Early Years and Inclusion and the Joint Secretary (Teachers' Side) relative to the development of a policy on Managing Violence and Aggression in Educational Establishments. A copy of the draft policy was appended to the report.

DECIDED:

(a) That the policy on Managing Violence and Aggression in Educational Establishments appended to the report be approved for implementation from August 2018; and

(b) That the policy be reviewed after one year of its operation.

Annual General Meeting

7 Appointment of Chairperson for the Annual General Meeting

John Welsh chaired the Annual General Meeting.

8 Membership of the Joint Negotiating Committee for Teachers 2018/19

There was submitted a report by Joint Secretaries relative to membership of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff for 2018/19. It was noted that the membership of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff would be:-

Management side

Provost L Cameron

Councillor J Paterson

S Quinn, Assistant Director of Schools

G McKinlay, Head of Schools

J Trainer, Head of Early Years and Inclusion

L McAllister, Education Manager

G Hannigan, Head Teacher, St Charles' Primary School

M Dewar, Head Teacher, Parkmains High School

L Mullin, Principal HR and OD Adviser
A Hall, Education Manager

Teacher's side
K Fella (EIS)
J Welsh (EIS)
JP Tonner (EIS)
A Howie (EIS)
J McCusker (EIS)
M McGlynn (EIS)
H Whittle (EIS)
M Greenlees (SSTA)
J Stead (NAS/UWT)
To be confirmed (Voice)

It was noted that S McCrossan had been nominated as the Adviser to the teachers' side.

It was also noted that in M Greenlee's absence, S Dargie would be the substitute member for the SSTA and P Quinn would be the substitute member for the EIS.

Councillor J Paterson was nominated as Chair of the management side and John Welsh was nominated as Chair of the teachers' side. There being no other nominations, Councillor Paterson and John Welsh were appointed as Joint Chairs of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff.

K Fella was nominated as Joint Secretary for the teachers' side and G McKinlay was nominated as Joint Secretary for the management side. There being no other nominations, K Fella and G McKinlay were appointed as Joint Secretaries of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff.

The contribution made by M Convery and M Russell to the work of the JNC was recognised by the Joint Secretaries and the Joint Chairs.

DECIDED:

(a) That the membership of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff be noted; and

(b) That the appointments of Councillor Paterson and John Welsh as Joint Chairs and K Fella and G McKinlay as Joint Secretaries of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff be noted.

9 Annual Report Session 2017/18

There was submitted a report by Joint Secretaries relative to the annual report 2017/18.

The report intimated that in the period covered by the annual report, six meetings of the Committee had taken place. The appendix to the report detailed the membership, the reports agreed by the Committee and discussions held across the year on key matters including staffing in relation to Scottish Attainment Challenge and Pupil Equity Fund; provision of supply teachers; early years; teacher workload; tackling

bureaucracy and working time agreements.

The report intimated that the JNC/JNC sub groups would continue to take forward issues which were included in the items of ongoing work including teacher workload; supporting attendance; discipline and grievance; voluntary/exceptional transfer of teachers; risk assessment/health and safety; specific duties and job remits; consultation on school holiday pattern; and equalities issues.

DECIDED:

(a) That the content of the report and appendix be noted; and

(b) That it be agreed that the annual report be circulated to all education establishments.

10 Dates for Future Meetings

There was submitted a report by Joint Secretaries relative to dates of agreed future meetings of this Committee from September 2018 to June 2019.

DECIDED: That the schedule of meetings for session 2017/18 be noted.