

# Minute of Meeting

## Renfrewshire Council Joint Negotiating Committee for Teaching Staff

Date	Time	Venue
Tuesday, 05 September 2023	14:00	Corporate Meeting Room 2, Renfrewshire House,

### PRESENT

#### Representing Renfrewshire Council Management

Councillor E Rodden; T McGillivray, Head of Service (Inclusion and Quality Improvement) (Joint Secretary), J Calder, Head of Service (Curriculum and School Estate), M Thomas, Education Manager (Development), A Hall, Education Manager (Development) K Henry, Head Teacher, St Andrews Academy and J Houston, Head Teacher, Mossvale Primary School (all Education & Children’s Services); and M Boyd, Head of People & Organisational Development, L Mullin and S Fanning, both Principal HR & OD Advisers (all Finance & Resources).

#### Representing Renfrewshire Council Teaching Staff

K Fella (Joint Secretary), M Russell, JP Tonner, D Tollan and B Kelly (all EIS); R Kane (SSTA); L Gibson (NASUWT) and D Baxter (Adviser to Teachers’ Side).

### ALSO IN ATTENDANCE

D Cunningham, Committee Services & Licensing Officer (Finance & Resources).

### APOLOGIES

Councillor J Paterson, J Colquhoun, Education Manager (Development), T Miller and Y Murray (both EIS).

### DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

There were no declarations of interest or transparency statements intimated prior to the commencement of the meeting.

## 1 **CHAIRPERSON**

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 Emma Rodden would chair this meeting of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff.

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

## 2 **CHANGE OF MEMBERSHIP**

There was submitted a report by the Joint Secretary (Management Side) relative to a change to the membership of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff (JNC).

The report proposed that the Head of People and Organisational Development post be added to the membership of the Management Side with the Principal HR & OD Adviser removed from the membership. This was agreed unanimously.

There was a verbal update submitted by the Joint Secretary (Teachers' Side) relative to further changes to the membership of the JNC. Craig Carson was no longer an employee of Renfrewshire Council and would not return as Joint Chairperson.

David Baxter replaced Stephen McCrossan as adviser to the Teachers' Side and Barry Kelly and Paula Quinn would join as additional members (EIS). These changes were agreed unanimously.

### **DECIDED:**

(a) That the Head of People & Organisational Development be added to the membership of the Management Side with the Principal HR & OD Adviser being removed from the membership;

(b) That it be noted that Craig Carson was no longer a Renfrewshire Council employee and would not return as Joint Chairperson;

(c) That it be noted that David Baxter replaced Stephen Crossan as Adviser to the Teachers' Side; and

(d) That Barry Kelly and Paula Quinn (both EIS) would become additional members of the JNC.

## **VALEDICTORY**

Councillor Rodden and the Joint Secretaries thanked the Principal HR & OD Adviser on behalf of the Committee for her valuable contribution to the work of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff and welcomed the new Members.

### 3 **MINUTE OF PREVIOUS MEETING**

There was submitted the Minute of the previous meeting held on 6 June 2023.

Under reference to Item 8(b) of the Minute – Dates for Future Meetings 2023/2024: the Teachers' Side requested that this decision be amended to include reference to the May 2024 meeting date. The Clerk confirmed that this change would be actioned.

**DECIDED:** That the Minute be approved subject to the amendment.

### 4 **MATTERS ARISING**

Under reference to Item 2 of the Minute – School Security: an update was requested by the Teachers' Side. The Head of Service (Inclusion and Quality Improvement) advised they were working with the various relevant Services across the Council in connection with school security. The Principal HR & OD Adviser confirmed that areas such as access to school buildings and CCTV were being reviewed and that staff would be consulted as their local knowledge input would be crucial in ensuring a well-rounded approach.

Under reference to Item 4 of the Minute – Matters Arising: it was queried by the Teachers' Side if the information relative to open evenings not being considered as parents meetings which was to be cascaded following the previous meeting on 6 June 2023 had been distributed to Local Area Secretaries in addition to Head Teachers. The Education Manager (Development) confirmed this information would be emailed to Local Area Secretaries.

Under reference to Item 5 of the Minute – Education Recovery: an update was requested by the Teachers' Side. The Head of Service (Curriculum and School Estate) confirmed that meetings were in place to take the National Qualification discussions forward with Scottish Government, SQA and Education Scotland.

**DECIDED:**

(a) That it be noted that work was ongoing in relation to school security and that staff would be consulted to enable their local knowledge of their school and pupils to be considered;

(b) That it be noted that information relative to open evenings not being considered as parents meetings would be cascaded to Local Area Secretaries; and

(b) That it be noted that meetings were in place to take the National Qualifications discussions forward with the Scottish Government, SQA and Education Scotland.

### 5 **DEVELOPMENTS IN HEALTH AND SAFETY INCIDENT REPORTING**

There was submitted a report by the Joint Secretary (Management Side) relative to developments in the ERP Businessworld Health and Safety Incident Reporting process which had taken place since the last meeting of the Renfrewshire Council Joint Negotiating Committee for Teachers (JNC).

The Head of Service (Curriculum and School Estate) and the Principal HR & OD Adviser provided verbal updates in relation to the improvement work undertaken.

Enhancements included bringing back a coordinator role into the workflow; an extension to the escalation deadline which would provide a longer duration to investigate incidents; and the development of additional functions which would enable the identification of trends and management reporting.

There followed a general discussion relative to various aspects of the incident reporting process, the functionality limitations of the system and what training and information would be made available to staff regarding the completion of incident reporting forms. The Teachers Side asked that consideration be given to how best to compensate staff for the additional time taken to complete these forms.

**DECIDED:** That the report be noted.

## 6 **SURROGACY POLICY**

There was submitted a report by the Joint Secretary (Management Side) relative to the approval and dissemination of the Surrogacy Policy.

The Principal HR & OD Adviser confirmed that the Policy would be available to all staff and that Representatives should contact her directly with any queries.

**DECIDED:**

(a) That the Surrogacy Policy and attachments appended to the report be approved; and

(b) That the Surrogacy Policy and attachments be distributed to all Head Teachers for dissemination to their staff.

## 7 **CARER'S LEAVE**

There was submitted a report by the Joint Secretary (Teachers' Side) relative to the provision of Carer's Leave to Renfrewshire Teachers. The Teachers' Side requested that the Carer's Leave provision, which currently excluded Teachers, be brought within the framework of Renfrewshire Council's Special Leave Policy for Teachers to ensure equity and to further Teacher wellbeing.

The Principal HR & OD Adviser confirmed that Renfrewshire Council was the only Authority to provide paid Carer's Leave. She advised that the Carer's Leave Policy was being reviewed and when reissued it would include Teachers. It was confirmed that this Policy would be made available to all Teachers and school faculty staff with immediate effect and that any member of the teaching faculty should contact her directly with any queries relative to carers leave or their caring responsibilities.

**DECIDED:** That it be noted that the Carer's Leave Policy would be extended to include Teachers and school staff with immediate effect.

## 8 **INDEPENDENT REVIEW OF QUALIFICATIONS AND ASSESSMENT**

There was submitted a report by the Joint Secretary (Teachers' Side) relative to the Independent Review of the qualifications system in Scotland. The Teachers' Side requested confirmation that time would be made available for Renfrewshire Teachers to respond to the Cabinet Secretary for Education's recommendations to ensure any

changes to qualifications and assessment were informed by their experience and expertise.

It was confirmed that meetings were ongoing between Children's Services (Education) and Head Teachers around how any changes to qualifications and assessments would be facilitated. Members of the Renfrewshire Council Joint Negotiating Committee for Teachers would be informed of developments in this process

**DECIDED:**

(a) That meetings were ongoing between Children's Services (Education) and Head Teachers to discuss the Scottish qualifications system; and

(b) That the Renfrewshire Council Joint Negotiating Committee for Teachers Members be informed of developments in this process.

**9 JNC 15 GRIEVANCE PROCEDURES**

There was submitted a report by the Joint Secretary (Teachers' Side) relative to the Teachers' Side's loss of confidence in the grievance process. The Teachers' Side sought an urgent meeting with the Management Side to discuss the application of JNC 15 grievance protocols.

The Head of Service (Inclusion and Quality Improvement) (Joint Secretary) advised that a meeting had been arranged with the Joint Secretary (Teachers' Side) to discuss this matter and that an update would be provided at the next meeting of the Renfrewshire Council Joint Negotiating Committee for Teachers.

**DECIDED:**

(a) That it be noted that a meeting had been arranged between the Joint Secretaries to discuss this matter; and

(b) That it be noted that an update would be provided at the next meeting of the Renfrewshire Council Joint Negotiating Committee for Teachers.

**10 DATE OF NEXT MEETING**

Members were asked to note that the next meeting of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff was scheduled to be held at 2.00pm on 14 November 2023.