

**APPENDIX II to the minute of meeting of  
the Children and Learning Committee of  
13 January 2015 (Article 3(c) refers)**

MINUTE of MEETING of the **ANGUS JOINT NEGOTIATING COMMITTEE FOR TEACHERS** held in the Strathmore Meeting Room, William Wallace House, Forfar on Wednesday 19 November 2014 at 3.30pm.

**Present:** Council Representatives

Councillor LYNNE DEVINE (Vice-Convener of the Children and Learning Committee), Dr PAULINE STEPHEN (Head of Schools and Learning) and RODGER HILL (Service Manager, Schools and Learning).

Teachers' Panel Representatives

PAMELA MANLEY, ELAINE FLEMING, KATRINA JOHNSTON and JOHN PRATTI (all EIS) and DAVID MCCOLGAN (SSTA).

**APPOINTMENT OF VICE CHAIR (AND CHAIR OF THE MEETING)**

In the absence of the Chair, in accordance with the Constitution, Pamela Manley, who had been appointed to the Teachers' side to replace Lauren Budd (Vice Chair), chaired the meeting as Vice-Chair.

**1. APOLOGIES/SUBSTITUTES**

Apologies for absence were intimated on behalf of Councillor Sheena Welsh (Convener of the Children and Learning Committee) and Margo Williamson (Strategic Director – People).

**2. MINUTE OF PREVIOUS MEETING**

**(i) Correct Record**

The minute of meeting of this Committee of 24 September 2014 was submitted and approved as a correct record;

**(ii) Matters Arising**

**(a) Violence and Aggression Report**

With reference to Article 2(ii)(b) of the minute of previous meeting, it was noted that the meeting between Dr Stephen, the Joint Secretary (Teachers' Side) and Mrs Christine Campbell had not taken place. Dr Stephen indicated that a Group was being established to look at violence and aggression data across the whole of the People Directorate. It was noted that a meeting of DGO/TU had met and it was expected that a report would be submitted to a future meeting of the AJNCT.

It was noted that John Pratti would replace Mike Callaghan on this Group;

**(b) Council Management Structure**

With reference to Article 3 of the minute of previous meeting, Dr Stephen indicated that she had not issued a staffing structure as there were a number of staffing reviews yet to take place, which would have a bearing on the overall structure.

It was noted that John Pratti, Mike Callaghan and Mavis Leask would be meeting with Dr Stephen on 3 December in relation to the review of the Educational Development Service to discuss new job outlines.

**(c) Constitution/Membership of AJNCT**

With reference to Article 4 of the minute of previous meeting, it was formally reported that there had been changes to the representation from the Teachers' side, with Lauren Budd, David Garden and Jim Hammond being replaced by Pamela Manley, Elaine Fleming and Katrina Johnston. David McColgan would continue to represent SSTA and the Joint Secretary on the Teachers' side would be Mike Callaghan.

It was noted that the Sub-Group was currently reviewing the constitution and that John Pratti would be assisting in taking this forward, with a view to detailing a clearer understanding of the main purposes and linkages of the respective groups.

**(d) SNCT Updates**

In relation to JS14/49 working time directives, John Pratti indicated that there had been a 100% return from primary schools and a 75% return from secondary schools. He indicated that he would shortly be visiting Websters High School.

In relation to the existence of TNCG's, Dr Stephen indicated that she now had a better picture of how it operated in each school and that broadly speaking, there was a mixture of arrangements in primary schools, but that in the larger schools there was a representative group in existence. Dr Stephen indicated that she would pass this information on to Mike Callaghan for information, and also to Councillors Welsh and Devine.

**(e) Working Hours/Flexibility (Including Code of Practice and Working Hours etc and Tackling Bureaucracy**

With reference to Article 6 of the minute of previous meeting, it was noted that a meeting had taken place with Dr Stephen and David Drysdale and that the matter would be on the agenda for the Sub-Group for reporting back to the AJNCT at the February meeting. It was noted that, in relation to holiday pay for contractual overtime, some HR advice was required on this and that Dr Stephen and John Pratti would meet in the near future to discuss some related issues.

**(f) Updates to Local Agreements**

It was noted that there had been some slippage in relation to progressing this and for populating the Action Plan. Mike Callaghan, John Pratti and Dr Stephen would meet up prior to the meeting on 3 December to look at this matter.

**(g) Changes to Pay Dates**

It was reported that the Teachers' side had no objection to the unification of pay dates and it was noted that adequate notice would need to be given of this new arrangement.

**3. HOLIDAY PAY FOR CONTRACTUAL OVERTIME**

It was noted that this matter would be reported to the scheduled meeting of the AJNCT in February 2015. Dr Stephen indicated that discussions were on-going with Human Resources and while she was aware that a number of local authorities had made a decision, the Head of HR was currently reviewing the position. Trade Unions would be involved once there was clarity as to who may be at risk. It was noted that Dr Stephen would aim to contact the Head of HR, Sharron Falconer and meet up with her prior to the meeting on 3 December.

#### **4. INVOLVEMENT OF TNCG CHAIR IN SUPPORTED SCHOOL REVIEW - UPDATE**

Dr Stephen indicated it had been confirmed that chairs of TNCGs were automatically consulted on all supported school reviews. Dr Stephen indicated however that this may not be the case in relation to thematic supported school reviews. However, she would make a judgement on this later in the process.

#### **5. FEEDBACK ON PROPOSED UPDATE TO APPLICATION FORMS**

It was reported that this had been discussed at the Sub-Group and there had been support for progressing this. It was noted that this was a very positive step which would help to properly evidence teachers' work. It was also noted that this would necessitate changes to person specifications. Rodger Hill would be progressing this although some issues were still required to be resolved first with HR.

#### **6. RAISING ATTAINMENT FOR ALL PROGRAMME**

Dr Stephen referred to a number of events that were scheduled to take place in relation to the Raising Attainment for All programme including a meeting at the Apex Hotel in Dundee on Thursday 27 November. This would involve approximately 12 local authorities with Angus partnering with Aberdeen City, Dundee and Fife Councils.

Kirsty Ellis, an adviser, had already visited a number of schools to assist them with this programme. Dr Stephen directed everybody to the Scottish Government website where there was information that members would find informative and helpful.

#### **7. GROWTH MIND SET IN SCHOOLS**

Dr Stephen referred to work that was undergoing relating to the work of an American Psychologist, Carol Dweck and referred to the Winning Scotland Foundations Organisation and their website. Work was on-going with a Depute Head Teacher in Vale of Leven School and a workshop was planned involving 30 teachers, where the Depute Head Teacher in Vale of Leven School would showcase the work. In the first instance, this would be targeted for Carnoustie and Monifieth schools.

#### **8. UPDATE ON PERIPATETIC TEACHERS TRAVEL AND HMRC COMPLIANCE**

Dr Stephen indicated that this matter had been discussed at the Sub-Group and she confirmed that the formal position of HMRC was that peripatetic teachers could not claim travel expenses from their home to their first place of work and from their last place of work to home. She confirmed that there were teachers within Angus that would be affected and she would be writing out shortly to all those affected advising them of HMRC's position.

#### **9. ANY OTHER COMPETENT BUSINESS**

##### **(i) Education Budget Setting Exercise 2015/2016**

Dr Stephen indicated that work was already under way in relation to the preparation of the draft revenue budget for 2015/2016. While she confirmed the Councils' obligations to retain teacher numbers in relation to pupil roll, she was aware that the Scottish Government was currently looking at the position nationally with a view to reporting in April 2015 on teacher numbers and the correlation between this and outcomes for pupils. Angus Council, like all other authorities, would need to respond to this, which would include reviewing the staffing formula. A number of other areas would potentially require to be looked at, including the possibility of different school days.. It was agreed that this item be placed on the agenda for the February meeting of the AJNCT.

**(ii) Agenda Setting for 6 February 2015**

It was agreed that the undernoted items be substantive items of business for the meeting in February.

- Education Budget Setting
- Constitution
- Contractual Overtime
- Violence and Aggression
- Working Hours and Flexibility
- Action Plan.