

**APPENDIX I to the minute of meeting of  
the Children and Learning Committee of  
19 May 2015 (Article 3(b) refers)**

MINUTE of MEETING of the **ANGUS JOINT NEGOTIATING COMMITTEE FOR TEACHERS** held in the Strathmore Meeting Room, William Wallace House, Forfar on Wednesday 25 February 2015 at 3.30pm.

**Present:** Council Representatives

Councillor SHEENA WELSH (Convener of the Children and Learning Committee)  
Councillor LYNNE DEVINE (Vice-Convener of the Children and Learning Committee),  
MARGO WILLIAMSON (Strategic Director – People)  
PAULINE STEPHEN (Head of Schools and Learning)  
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).

Councillor WELSH, Convener, in the Chair.

**1. APOLOGIES/SUBSTITUTES**

An apology for absence was intimated on behalf of Trish Torz (Service Manager, Schools and Learning).

**2. MINUTE OF PREVIOUS MEETING**

**(i) Correct Record**

The minute of meeting of this Committee of 19 November 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 Mike Callaghan would replace John Pratti on the DGO/TU Group.

**(b) Holiday Pay for Contractual Overtime**

Dr Stephen indicated that discussions were on-going.

**(c) Involvement of TNCG Chair in Supported School Review**

Dr Stephen indicated that the Chair of the TNCG would not be a member of the Review Group, but would however be consulted automatically on all supported school reviews where there was a TNCG chair in place.

**(d) Education Budget Setting Exercise 2015/16**

Dr Stephen indicated that two reports had been considered at the Children and Learning Committee on Tuesday 24 February, one in relation to the school day for P1- P3 children and the other on the secondary school week. Consultation would now be taking place on these proposals and members of the AJNCT would be kept apprised on progress.

### **3. MANAGING WORKFORCE CHANGE POLICY**

John Pratti made reference to the Managing Workforce Change Policy and that it had been unclear as to the position on redeployment of staff in the event of a school closure. EIS had sought a legal opinion on this matter which had indicated that in circumstances where a school was closed, the Council would be required to seek candidates for redeployment across Angus Council and not solely from the individual school.

Dr Stephen indicated that they had received the same advice from Legal Services.

Consequently, it was agreed that the Managing Workforce Change Policy be taken forward with reference to redeployment arrangements being removed, to be progressed separately.

### **4. SERVICE REVIEW FOR VISITING TEACHERS**

There was submitted a paper setting out details of the Service Review that had been undertaken of Primary Peripatetic Visiting Specialist Teachers. A model had been developed to ensure that all P4 - P7 pupils had access to teaching from a primary peripatetic visiting teacher on a weekly basis for 1.5 hours. This model was contained in Appendix 1 to the Report. The remaining hour of reduced contact time would be covered through allocation to each school's core staffing for a session.

The model in Appendix 1 would ensure that a quality provision of specialist teaching for art, music and physical education could be achieved and would enable greater equity and transparency of provision across rural and burgh schools. Work would be undertaken to develop Angus standards achievement for each discipline for early, first and second levels and progressive pathways of learning to ensure continuity and progression for all pupils.

In a response to a question from John Pratti, Dr Stephen confirmed that in relation to the proposed consultation on the school day for P1 – P3 children, the reduction of pupil contact time would be an option for consideration. However, pupil contact time would not be reduced below 22.5 hours.

### **5. SNCT CODE OF PRACTICE ON WORKING HOURS/WORKING WEEK**

There was submitted a paper from the Joint Secretaries appending a Code of Practice on working hours, for circulation to all Head Teachers.

The points of emphasis were:

- The introduction of variance in teachers' working time or working week must be agreed at school level
- Any reconfiguration of class contact time would need to be agreed by the Head Teacher and the teacher(s) concerned
- A flexible approach must be planned and agreed prior to the beginning of the academic year as part of the working time discussions and not normally used to deal with short term cover situations
- The need to submit details of any flexible approach to AJNCT Joint Secretaries with copies of the school's WTA.

The Committee agreed:

- (i) to note the contents of the paper, at this stage;
- (ii) to note that Dr Stephen would consult with HR to ensure all personnel aspects were correct; and
- (iii) subject to HR approval, the paper be issued to members of the AJNCT for agreement (via email)

## **6. AJNCT CONSTITUTION**

There was submitted a revised copy of the proposed constitution for the AJNCT, reflecting the change to the Children and Learning Committee from the former Education Committee and the re-designation of certain officers within the People Directorate.

Dr Stephen proposed that in relation to the membership, given that a significant amount of the work of the AJNCT would be the redrafting of shared agreements, it would be advantageous to include a representative of the HR service as a core member.

In relation to paragraph 5.5 and the provision of adequate paid time off for union representatives on the AJNCT, Dr Stephen indicated that 0.1 FTE allocation had been made in respect of the SSTA representative on the AJNCT, but that Rodger Hill would confirm this with David McColgan.

The Committee agreed to approve the revised AJNCT constitution, to include an HR representative as a standing member of the AJNCT.

## **7. JOB SIZING PROCEDURES**

There was submitted a paper on job-sizing procedures which was part of the national agreement to improve the professional conditions of service for Teachers in Scotland, "A Teaching Profession for the 21<sup>st</sup> Century". The agreement had been reached between Teacher Representatives, Local Authorities and the Scottish Executive in January 2001. Further information on the implementation of the national exercise was contained in Annex 1 to the paper.

The paper, *inter alia*, set out the job-sizing procedures; determining the size of the posts; the annual review and the appeals procedure.

The Committee, having noted that the paper had already received extensive consultation, agreed to note and approve the contents of the paper.

## **8. TIME AND PLACE**

Following a request from John Pratti, it was agreed that this matter be removed from the agenda items for discussion.

## **9. TACKLING BUREAUCRACY**

John Pratti referred to discussions that had taken place when some concerns had been expressed from members regarding aspects of planning, particularly in relation to Primary Schools. He proposed that a meeting be arranged with Council representatives in order to form a Local Agreement or a Memorandum of Understanding, with a view to the Working Time Agreement being restated as a point of emphasis for schools.

The Strategic Director – People indicated that it would be perhaps more useful to hold an event to focus on the Working Time Agreement. She would welcome the participation of Heads and Trade Teacher Union representatives.

Following discussion, the proposal to hold an event was supported, with the possibility of it being a joint funded event to be explored.

## **10. SCHOOL TERMS AND HOLIDAYS**

There was submitted and noted a copy of the School Terms and Holidays for 2015/16 and 2016/17 including the designation of annual leave and school closure days.

## **11. STRUCTURE OF TEACHER NEGOTIATING MECHANISM**

There was submitted a paper from John Pratti which set out the current structure of the teachers negotiating mechanism, the terms of reference of the current AJNCT and the Sub-Group. It was noted that the Sub-Group operated without a formal constitution and its membership was identical to that of the AJNCT.

Following discussion, it was agreed that the future of the Sub-Group, including its purpose and membership, be discussed following the AGM.

It was further agreed that consideration be given to revising the agendas for AJNCT meetings to group items under “consultation items” following by “negotiated agreements” and other items of business.

**12. PROPOSED ADDITIONAL ITEM – JS/15/52 REPORT OF SUPPLY TEACHER REVIEW GROUP**

It was noted that as a number of the joint union representatives had not received a copy of the paper (possibly due to technical difficulties with internal email system), the matter be deferred to the next meeting of the AJNCT in May 2015.

**13. AGENDA SETTING FOR 8 MAY 2015**

It was noted that the next meeting of the Sub-Group would take place on 8 May 2015.

Potential agenda items for the next meeting to be discussed between joint union representatives and Dr Stephen.