

**APPENDIX I to the minute of meeting of
the Children and Learning Committee of
11 August 2015 (Article 4(b) refers)**

MINUTE of MEETING of the **ANGUS JOINT NEGOTIATING COMMITTEE FOR TEACHERS** held in the Board Room, Angus House, Forfar on Wednesday 27 May 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),
TRISH TORZ (Service Manager, Schools and Learning).
JIM HAMMOND (Quality Improvement Officer, People Directorate)
FIONA THAIN (Senior HR Adviser, Resources Directorate)

Teachers' Panel Representatives

PAMELA MANLEY, ELAINE FLEMING, KATRINA JOHNSTON, DAVID MCCOLGAN
and MIKE CALAGHAN.

PAMELA MANLEY, in the Chair.

1. APOLOGIES/SUBSTITUTES

Apologies for absence were intimated on behalf of Margo Williamson (Strategic Director – People), Pauline Stephen (Head of Schools and Learning) and Rodger Hill (Service Manager, Schools and Learning).

It was noted that Philip Jackson was attending the meeting in his capacity as Joint Secretary (Union side).

2. MINUTE OF PREVIOUS MEETING

(i) Correct Record

The minute of meeting of this Committee of 25 February 2015 was submitted and approved as a correct record subject to a correction at article 10 "School Terms and Holidays 2015/2016" to read "School Terms and Holidays 2015/2016 and 2016/2017".

(ii) Matters Arising

(a) Service Review for Visiting Teachers

Trish Torz indicated that the Service Review for Visiting Teachers had been completed and shared with Head Teachers. To date the feedback had been very positive and she was looking forward to implementing the findings of the Service Review. It was noted that it had been a very successful recruitment drive and Angus Council had been able to appoint four Music teachers and three Art teachers.

(b) Job Sizing Procedures

With reference to Article 7 of the minute of previous meeting, it was noted that the Agreement would now be taken forward for ratification to the Staffing Sub Committee.

(c) School Terms and Holidays 2017/2018 and 2018/2019

It was noted that the Report that had been submitted to the meeting of the Children and Learning Committee on 19 May 2015 had been deferred to allow further consultation with parents on the proposals, particularly in relation to the October holidays.

3. TACKLING BUREAUCRACY – EVENT PLANNING

With reference to Article 9 of the minute of previous meeting, Trish Torz indicated that the event would now be taking place on Monday 8 June in the Reid Hall, Forfar and all interested parties would be advised of this shortly. It was anticipated that there would be a key note address by the Strategic Director – People with workshops on what an effective Working Time Agreement would look like.

4. REPORT OF SUPPLY TEACHER REVIEW GROUP (JS/15/52)

There was submitted a Report from the Supply Teacher Review Group dated 17 February 2015, setting out recommendations of a tri-partite working group that had been established to identify practical answers to common issues with the availability of supply teachers.

Philip Jackson indicated that a Short Life Working Group within Angus Council had been established which would take forward the recommendations in the Report and develop good practice.

Reference was made to the continuing ability of Primary Head Teachers to organise their supply teachers as there were some concerns that these local arrangements might be overtaken by the proposals within the Report. This would be considered as part of the Short Life Working Group's deliberations.

5. AJNCT AGREEMENTS - UPDATE

There was submitted a draft paper setting out a list of AJNCT agreements along with proposed review dates and timescales.

It was noted that the list as circulated had been expanded to include Absence and Leave of Absence with a review date of December 2015. It was also noted that it had been agreed at the AJNCT's Sub Group that the Disciplinary and Grievance procedures would be a priority in terms of review.

6. NEW HIGHER FEEDBACK

There was submitted a paper from the Service Manager (Schools and Learning) on staff perceptions of the new national qualification. Whilst there had been a relatively small number of submissions, the paper summarised essential messages of a positive and negative nature. The paper concluded that the challenges faced by teaching staff over the last few years should not be underestimated. However, the new qualification was bedding in with assessment criteria and processes becoming more appropriate and fit for purpose. A review of the secondary school week would look to increase the time for learning and teaching and address a number of the issues identified.

In addition, there was circulated a paper from the staff side which detailed the views of members representing all 8 secondary schools in Angus. It was noted that a summary of the findings would be available at the next AJNCT. It was expected that the summary would back up Rodger Hill's assessment.

The Chair expressed some concerns as to how the authority would communicate with SQA to feedback the issues that had arisen and how these could be taken forward. Trish Torz indicated that she would speak to Rodger Hill and ensure that he would contact SQA Coordinators.

Reference was made to the minutes of meetings of Headteachers and whether these could be made available to a wider staff audience to ensure there was a clearer communication of how decisions had been arrived at.

Trish Torz indicated that the minutes were now produced in the form of an Action Log, but that she would speak to the Head of Schools and Learning to see how this could be actioned.

7. SECONDARY SCHOOL WEEK CONSULTATION

Trish Torz indicated that a Short Life Working Group had been set up to look at the best use of form time and that Rodger Hill was leading on this. It was expected that a report would be submitted to the meeting of the Children and Learning Committee in September 2015, following extensive consultation with staff and parents.

8. (a) Timetable of Meetings

It was noted that a timetable of meetings was in the process of being drafted and would be circulated to members shortly.

(b) Interview Feedback/Guaranteed Job Interview

Fiona Thain clarified the policy in relation to a guaranteed job interview for those who indicated that they had a disability and if they met the essential criteria, they would be guaranteed an interview.

In relation to receiving feedback following an unsuccessful interview, the normal practice would be that the Headteacher should be in a position to provide clear and honest feedback to the individual concerned.