



Approved Action Note of the meeting of the Short Life Working Group (SLWG) – Pay held on Thursday 3 November 2016 at EIS Office, Moray Place, Edinburgh.

In Attendance

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|--------------------|---------------------------|
| Charlie Montgomery | Staff Side (Chair) |
| Pam Currie | “ “ |
| John Kelly | “ “ |
| David Alexander | Management Side |
| Steve Hall | “ “ |
| Carol Scott | “ “ |
| Stuart Thomson | “ “ |
| David Belsey | Staff Side Secretary |
| John Gribben | Management Side Secretary |

Chair

Staff Side chaired this meeting.

Welcome and Apologies

No apologies.

Minute of Previous Meeting

The action note was agreed.

Matters Arising from Previous Meeting

The Staff Side Secretary circulated an extract of the ACAS Guide ‘Age in the Workplace’.

The Management Side Secretary stated that there were a number of other ACAS publications on Pay and Reward which should inform future discussions, which was agreed by staff side.

The Management Side advised that a request for college organisation charts had been requested at the HR & OD Group meeting in Stirling on 3 November 2016.

Review of Base Line Data (Paper 2)

The Management Side advised that the data for unpromoted lecturer salary scales was the current information available. With the exception of a small number of colleges most operated pay scales of between five and eight salary scale points.

Data for colleges covered by the RPA and those colleges not party to the agreement had been recorded separately as requested. It was agreed that clarity was required on the inclusion of the £100 payment in some data sets.

Action: Management Side

Both parties agreed to explore salary scale models between the two point and six point proposals tabled to date. It was acknowledged that ultimately any principles of pay harmonisation, migration and structure would be subject to an Equality Impact Assessment.

The Staff Side advised that they had undertaken modelling in relation to pay harmonisation and progression which considered equality aspects and agreed to share this following the meeting.

Action: Staff Side

The Staff Side requested that staff FTE figures be included with the salary scale data. Management Side advised that the FTE figures were being verified and it was the case that some of the FTE data could be shared at the next meeting.

Action: Management Side

Adjournment

The Staff Side clarified what they intended by the 'Top to Top' scale point harmonisation/migration principle; it included movement to the top of the national pay scale for lecturers currently at the top of their college's pay scale or those who would be at the top of their college's pay scale in April 2019 and wished to add that staff with at least five years' service should also be at the top of the national pay scale for equality purposes. The Staff Side intended that this meant all lecturers employed at 1 April 2014 would progress to the top of the new National Pay Scale by April 2019.

The Management Side asked for confirmation as to whether there were any further aspects of pay harmonisation and progression that the EIS were seeking and should be built into the modelling, and were advised this was not the case beyond the five year 'Top to Top' aspect.

The Management Side advised that pay harmonisation and migration modelling would now be revised on the basis of the staff side five year service proposals in order to gain an understanding of the impact of this newly proposed aspect.

Information was also being sought on the pay placement and progression procedures applied by colleges locally.

Action: Management Side

The Management Side requested clarity on the Staff Side position with regard to salary progression and qualification bars. The Staff Side explained that progression should be service based solely and no qualification bars imposed. The Staff Side expressed support for TQFE training, GTCS registration and CPD.

The Management Side suggested that the work of the two SLWGs was converging and the groups could merge in the future.

Adjournment

The Staff Side position was that the two SLWGs should work independently unless instructed otherwise by the NJNC. However, topics could be discussed across SLWGs.

Action: All

The data for promoted posts was discussed briefly. The Management Side referred to the variety of roles and responsibilities and variation in terms and conditions. The Staff Side advised that they remained of the view a two point spinal scale should be in place for promoted staff. The Staff Side advised that for the next meeting they would provide an understanding of their view on how the current differing number of promoted posts could be harmonised and migrated into a two spinal point scale.

Action: Staff Side

College Roles and Descriptions

This item was deferred until the next meeting.

Date of Next SLWG Meeting

The next meeting will be held at **City of Glasgow College, Riverside Campus, Glasgow on Thursday 10 November 2016 (1300–1500).**