

LOCAL NEGOTIATING COMMITTEE FOR TEACHERS

At the Meeting of the Local Negotiating Committee for Teachers held in Meeting Room 3, First Floor, Council Offices, Garshake Road, Dumbarton on Tuesday, 16 February 2010 at 10.05 a.m.

Present: Councillors George Black, Jonathan McColl and May Smillie and Dave Clarke, Head of Service (Resources), Educational Services; Graham Hutton, Head Teacher, Dumbarton Academy; Julie McGroggan, Head Teacher, St Michael's Primary School; Geraldine Lyden, Section Head, Human Resources, Educational Services (for Terry Lanagan, Executive Director of Educational Services); Stewart Paterson, Teachers' Convener, E.I.S.; Olean Allison, E.I.S.; James Moore, E.I.S.; Colin Galletly, E.I.S.; Janice Wardrop, E.I.S.; Alex McEwan, S.S.T.A and Michael Dolan, E.I.S. (for Josephine McDaid, E.I.S.).

Attending: Scott Kelly, Committee Officer, Legal, Administrative and Regulatory Services.

Apologies: Apologies were intimated on behalf of Terry Lanagan, Executive Director of Educational Services; Josephine McDaid, E.I.S. and Charles Docherty, E.I.S.

Councillor May Smillie in the Chair

CHAIR'S REMARKS

Before commencing with the business of the meeting, Councillor Smillie, Chair, welcomed Michael Dolan, E.I.S. to his first meeting of the Committee.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Local Negotiating Committee for Teachers (LNCT) held on 15 December 2009 were submitted and approved as a correct record, subject to the undernoted correction:-

With reference to the item under the heading 'Guidance for Head Teachers on the Application of the Council's Maximising Attendance Policy in Relation to Teaching Staff', the amendments described in (4) should refer to the third bullet point and not the fourth bullet point in paragraph 6.1 of the document 'Guidance for Head Teachers on the use of the Maximising Attendance Policy in Relation to Teaching Staff'.

With reference to the item under the heading 'Minutes of Previous Meeting', after hearing the Chair, Councillor Smillie, the Committee noted that it had been reported at the meeting of the Education and Lifelong Learning Committee held on 13 January 2010 that agreement had now been reached on a 35 hour working week at Our Lady and St. Patrick's High School.

With reference to the item under the heading 'Guidance for Head Teachers on the Application of the Council's Maximising Attendance Policy in Relation to Teaching Staff', Mr Paterson stated that he understood that the training of Principal Teachers in the application of the Council's Maximising Attendance Policy had begun and that, in his view, this was contrary to the agreement described in (b) which had stated that the decision on the appropriate means of delivering this training would be delegated to the LNCT Sub Group and that the Sub Group had not yet considered this matter.

After discussion, and having heard Mr Clarke and Ms Lyden in answer to Members' questions, the Committee agreed that the matter of the training of Principal Teachers in the application of the Council's Maximising Attendance Policy should be discussed by the LNCT Sub Group as a matter of urgency, and that no further training in this respect should be conducted until the Sub Group has reached agreement on the matter.

PROCEDURES FOR THE RECRUITMENT OF SUPPLY STAFF AND FIXED TERM CONTRACTS

With reference to the Minutes of Meeting of the Local Negotiating Committee for Teachers held on 15 December 2009, a further report was submitted by the Joint Secretaries to the LNCT seeking agreement on the procedures to be followed by West Dunbartonshire Council's Educational Services Department in the recruitment of staff for Supply and Fixed Term Contracts.

After discussion and having heard both Sides, the Committee agreed that the Suspension of Standing Orders would be required to consider an amendment proposed by Mr Clarke to the document 'Guidance for the Recruitment Process for Supply and Fixed Term Contracts' (attached as Appendix 1 to the report) as a period of six months had not passed since the Committee had agreed to recommend to the Education and Lifelong Learning Committee that the document be approved, and since the Education and Lifelong Learning Committee had approved the document at its meeting on 13 January 2010.

The Committee agreed to suspend Standing Order No 19 (a) for this item.

After further discussion, the Committee agreed:-

- (1) to approve the document 'Guidance for the Recruitment Process for Supply and Fixed Term Contracts' subject to the sentence, 'Newly Qualified Teachers (NQTs) will not be required to go through the interview process.' being removed from the third paragraph of the document (as shown in Appendix 1 to these minutes);

- (2) to approve the document 'Short Term Supply and Temporary Cover Report' (as shown in Appendix 2 to these minutes); and
- (3) that the documents referred to in (1) and (2) above be used by all schools going forward.

PROCEDURES FOR PART TIME TEACHING STAFF

With reference to the Minutes of Meeting of the Local Negotiating Committee for Teachers held on 15 December 2009, a further report was submitted by the Joint Secretaries to the LNCT seeking agreement on the procedures to be followed by Part Time teaching staff to ensure that their pro rated contract is fulfilled and that they receive the appropriate entitlement to leave.

Having heard the Joint Secretaries to the LNCT in further explanation, the Committee agreed that the document 'Guidance: Arrangements for Part Time Staff – Session 2009-10' (as shown in Appendix 3 to these minutes) and the associated Part Time Form (as shown in Appendix 4 to these minutes) be used by all schools with immediate effect.

PROCEDURES FOR THE VOLUNTARY / COMPULSORY TRANSFER OF UNPROMOTED TEACHING STAFF FROM AN ESTABLISHMENT WHERE A SURPLUS HAS BEEN IDENTIFIED

A report was submitted by the Joint Secretary (Teachers' Side) to the LNCT seeking agreement on the procedures to be followed when an establishment has a surplus staffing in relation to the agreed staffing standard.

After discussion and having heard the Joint Secretaries in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) that the matter be remitted to the LNCT Sub Group for consideration and thereafter resubmitted to the next meeting of the Committee for approval; and
- (2) that the report to the next meeting of the Committee should include financial information relating to the transfer of surplus unpromoted teachers.

The meeting closed at 10.45 a.m.