

**WEST DUNBARTONSHIRE COUNCIL**

**Council Offices, Garshake Road, Dumbarton G82 3PU**

18 September 2007

**MEETING: LOCAL NEGOTIATING COMMITTEE  
FOR TEACHERS (AGM)**

**TUESDAY 25 SEPTEMBER 2007  
MEETING ROOM 2  
FIRST FLOOR  
COUNCIL OFFICES  
GARSHAKE ROAD  
DUMBARTON**

Dear Member

Please attend the Annual General Meeting of the Local Negotiating Committee for Teachers to be held in Meeting Room 2, First Floor, Council Offices, Garshake Road, Dumbarton on Tuesday 25 September 2007 at 10.00 a.m.

The business is shown on the enclosed Agenda.

Yours faithfully

**DAVID McMILLAN**

Chief Executive

**Distribution List:**

Councillor May Smillie  
Councillor Jonathan McColl  
Councillor Patrick McGlinchey  
Councillor George Black  
Liz McGinlay, Executive Director of Educational Services  
Terry Lanagan, Head of Service for the Schools' Estate  
Rae Strang, Head Teacher, Bonhill Primary School  
Gordon Bone, Head Teacher, Dumbarton Academy  
Stewart Paterson, Teachers' Convener, E.I.S.  
Jan Cleife, E.I.S.  
Josephine McDaid, E.I.S.  
Kathleen Burns, E.I.S.  
Janice Wardrop, E.I.S.  
Olean Allison, E.I.S.  
Charles Docherty, E.I.S.  
Alex McEwan, S.S.T.A.

**For information: -**

All other Councillors  
Chief Executive  
All Directors  
Head of Legal, Administrative and Regulatory Services

**Adviser: -**

Vacancy

**Substitutes: -**

Stephen McNally, E.I.S.  
Colin Galletly, E.I.S.  
Brian Clark, SSTA  
Lesley Robertson, Head Teacher, Aitkenbar Primary School  
Margaret Mackay, Quality Improvement Officer, Personnel, Education and Cultural Services  
Geraldine Lyden, Personnel Adviser, Educational Services

**LOCAL NEGOTIATING COMMITTEE  
FOR TEACHERS (AGM)**

**TUESDAY 25 SEPTEMBER 2007**

**AGENDA**

**1. APOLOGIES**

**2. MEMBERSHIP**

In accordance with Paragraph 6 of the Local Recognition and Procedure Agreement, the Committee is asked to note that the membership of the LNCT for 2007/2008 will be as follows:-

**Teachers' Side**

**Members:** Stewart Paterson, Teachers' Convener, E.I.S.; Jan Cleife, E.I.S., (Vice-Chair); Josephine McDaid, E.I.S.; Kathleen Burns, E.I.S.; Janice Wardrop, E.I.S.; Olean Allison, E.I.S.; Charles Docherty, E.I.S. and Alex McEwan, S.S.T.A.

**E.I.S. Substitutes:** Stephen McNally (Vale of Leven Academy) and Colin Galletly (Dumbarton Academy).

**S.S.T.A. Substitute:** Brian Clark (Vale of Leven Academy).

**Adviser:** Vacancy.

**Management Side**

**Members:** Councillor May Smillie (Chair); Councillor Jonathan McColl; Councillor Patrick McGlinchey; Councillor George Black; Liz McGinlay, Executive Director of Educational Services; Terry Lanagan, Head of Service, Educational Services; Gordon Bone, Head Teacher, Dumbarton Academy and Rae Strang, Head Teacher, Bonhill Primary School.

**Substitutes:** Lesley Robertson, Head Teacher, Aitkenbar Primary School (for Rae Strang, Head Teacher, Bonhill Primary School); Margaret Mackay, Quality Improvement Officer, Personnel, Educational Services (for Liz McGinlay, Executive Director of Educational Services); Geraldine Lyden, Personnel Adviser, Educational Services (for Terry Lanagan, Head of Service, Educational Services).

### **3. CHAIR AND VICE-CHAIR**

In accordance with Paragraph 9 of the Local Recognition and Procedure Agreement, the Committee is asked to note that in this, the fifth year of the LNCT, Councillor May Smillie will assume the Chair for the Management Side and Jan Cleife will assume the position of Vice-Chair for the Teachers' Side.

### **4. MINUTES OF PREVIOUS MEETING (pages 1 – 3)**

Submit for approval as a correct record, the Minutes of the Meeting of the Local Negotiating Committee for Teachers held on 25 June 2007.

### **5. COMMUNICATIONS POLICY (pages 5 – 10)**

Submit report by the Joint Secretaries seeking agreement to establish a protocol for the uploading of West Dunbartonshire LNCT agreements onto the SNCT website.

### **6. MONITORING WORKING TIME AGREEMENTS (pages 11 – 17)**

Submit report by the Joint Secretaries providing information on the methods used by the Joint Secretaries in monitoring the working time agreements from educational establishments and teams in the education services and making recommendations thereon.

### **7. PROGRAMME OF MEETINGS**

The LNCT is requested to consider setting dates for future meetings. Members are asked to note that the LNCT normally meets during the following months:- December, March, May/June and September (AGM).

For information on the above agenda please contact Lorraine Beveridge, Administrative Assistant, Legal and Administrative Services, Council Offices, Garshake Road, Dumbarton. G82 3PU Tel: (01389) 737220  
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