

NHS GREATER GLASGOW

STAFF GOVERNANCE COMMITTEE

**Minutes of a meeting of the Staff Governance Committee
held in the Conference Room, Dalian House,
350 St Vincent Street, Glasgow
at 2.00 p.m. on Wednesday 17 August 2005**

PRESENT

Professor Sir John Arbuthnott (Joint Chair)
Mr W Goudie (Joint Chair)

Mr R Cleland	Mrs H Ostrycharz
Ms J Grant	Mr A Robertson OBE
Mrs S Kuenssberg CBE	Mr I Reid
Mr S Maclennan	Mr D Sime

IN ATTENDANCE

Ms J Thompson, Human Resources Manager

16.	APOLOGIES	ACTION BY
	Apologies for absence were intimated on behalf of Mr J Cameron, Ms R Crocket, Ms S Forsyth, Mr J Hamilton, Ms J McCready and Mrs E Smith.	
17.	MINUTES OF PREVIOUS MEETING	
	The Minutes of the Staff Governance Committee [GGNHSB SGC(M)05/2] were approved as a correct record.	
18.	MATTERS ARISING	
	a) <u>Single System Negotiating Forum</u> Mr Reid advised that following restructuring it would be necessary to ensure that the Area Partnership Forum reflected the new structures, and agree a negotiating forum. Mr Sime drew attention to the fact that the only negotiating forum in NHS Greater Glasgow was the Area Partnership Forum. He understood that the Primary Care Division continued to use its Employee Relations Forum.	

DECIDED	ACTION BY
<p>That Mr Reid remind Operating Divisions that the Area Partnership Forum was the only negotiating forum for NHS Greater Glasgow.</p>	<p>Director of Human Resources</p>
<p>b) <u>Staff Governance Audit and Pan-Glasgow Action Plan</u></p>	
<p>Mr Reid confirmed that the NHS Greater Glasgow Action Plan had been agreed.</p>	
NOTED	
<p>c) <u>Pay Modernisation</u></p>	
<p>There was submitted a paper [05/10] containing a report on progress with Agenda for Change. Mr Reid reported that additional resource had been given to job matching and activity was increasing.</p>	
<p>Mr Reid referred to Circular NHS HDL (2005)28 on benefits realisation. Material for the required report was already available. The report would be submitted to the Pay Modernisation Board and to the Staff Governance Committee for discussion. It was recognised that it would be difficult to identify the benefits of Agenda for Change before implementation.</p>	<p>Director of Human Resources</p>
DECIDED	
<p>That the report on benefits realisation be submitted to the Staff Governance Committee for discussion</p>	<p>Director of Human Resources</p>
<p>d) <u>Staff Governance in Community Health Partnerships</u></p>	
<p>Mr Reid reported that dialogue with a subgroup of the Area Partnership Forum continued. Now that Directors had been appointed, there would be a focussed discussion on partnership arrangements, including the Minute of Agreement and the expectation that it would apply.</p>	<p>Director of Human Resources</p>
<p>Mr Reid added that discussion regarding membership of the Staff Governance Committee would also be required, to ensure that it reflected the new organisational structure.</p>	<p>Director of Human Resources</p>
DECIDED	
<p>That Directors of Community Health Partnerships were made fully aware of the requirements in relation to partnership working.</p>	<p>Director of Human Resources</p>
<p>e) <u>Parental Leave Policy</u></p>	
<p>Mr Reid referred to Paper 05/11 which referred to the original decision by the Corporate Management Team regarding paid Parental Leave, and to a series of challenges to that position. Legal advice was being sought, but there was a view that since the PIN Guidelines had been incorporated into</p>	<p>ACTION BY</p>

the Agenda for Change Agreement, there was a requirement to revise policies to reflect national terms and conditions. He therefore proposed to seek a mandate from the Corporate Management Team to fully implement the Parental Leave Policy. There followed a discussion regarding scope for negotiation regarding retrospective implementation to lessen the financial impact.

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Members acknowledged the Board's responsibility for governance in the wider sense, including financial imperatives, and the Chief Executive's financial accountability. However, this was a governance issue and it was now incumbent on this Committee to advise management of the need to meet or exceed PIN Guideline Policies.

DECIDED

That the Staff Governance Committee advise the Corporate Management Team of the need to meet or exceed PIN Guidelines.

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f) Development of Workforce Strategy
Report of 'Celtic Park' Workshop

There was submitted a report [Paper 05/12] on the workshop held in June 2005. This generated a wide-ranging discussion during which the following points were made:

- Those involved had been a different 'mix' of managers and staff side representatives from those normally invited to such events.
- People had freely expressed their views, which had resulted in some stimulating debate.
- Effective communication was essential for the organisation, and this would require the right culture and appropriate methods to meet differing needs.

Mr Reid advised that the material would be used to inform the Board's corporate objectives and would be shared with human resources and staffside stakeholders. Further structured events were planned.

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NOTED

19. REPORT FROM AREA PARTNERSHIP FORUM

Mr Goudie referred to the report contained in Paper 05/13 and advised that it was regrettable that the staff side had withdrawn from the restructuring process, having taken the view that it was open to question and challenge.

Mr Reid explained that the issue had been the final stage, and the difficulty in being open and transparent before individuals had been informed of the outcome.

ACTION BY

Mr Cleland suggested that, given that the process was now entering the second stage, it would be useful if the Staff Governance Committee could be made aware of the process. Mr Reid agreed to provide a briefing.

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Staff side members expressed concern that the Organisational Change Policy had not been adhered to, and that there had been a lack of transparency, which could lead to challenges from senior managers.

Sir John referred to a letter written that day by Mr Reid, accepting that the process had been different from that previously used, but emphasising guarantees of job security. It was agreed that the letter would be provided to the Staff Governance Committee.

Mr Goudie reported that the issues regarding the wording used in consultation packs for procurement staff had been resolved.

Mr Goudie reported that Mr Sime had been elected Staff Side Chair of the Area Partnership Forum with effect from 1 October 2005, and that he would therefore be nominated as Employee Director.

It was agreed that the involvement of the Employee Director in discussions regarding the assimilation of NHS Argyll and Clyde Health Board was helpful.

DECIDED

- i) That the report from the Area Partnership Forum be noted.
- ii) That Mr Reid keep the Staff Governance Committee informed of the arrangements for the second stage of the restructuring process and of assurances provided to the staff side.

20. REPORT OF THE EXECUTIVE MANAGERS' REVIEW WORKING GROUP

Mr Reid advised that this item was for information since the position of executive level staff was still subject to ministerial discussion. There were 1200 executive level staff in NHSScotland, currently not included in Agenda for Change. The recommendation was that a small group, around 200 direct reports to the Chief Executive or Chief Operating Officers would remain on performance related pay, which was outcome- and delivery-focussed, whereas Agenda for Change was developmental.

With regard to the other 1000 staff, the decision was whether to apply Agenda for Change or make other salary arrangements. Discussions would take place over the next 6 months and there would be interim salary arrangements until March 2006.

Mr Reid would keep the Remuneration Committees informed, and the Staff Governance Committee would receive a copy of the minute.

The meeting ended at 3.40 p.m.

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