



**MINUTES OF THE FORESTRY COMMISSION TRADE UNIONS' CORE GROUP
MEETING HELD ON WEDNESDAY 2ND MAY 2007, ROOM 3, 1ST FLOOR, IN SILVAN
HOUSE, EDINBURGH**

Present:	Robert Beaney	FCTU Chair
	Allan Mackenzie	PCS
	Marcus Sangster	Prospect
	Edward Shephard	FCTU Secretary
Minute Secretary:	Sam Telford	FCTU Office

1. Introduction

Robert welcomed the Core Group and thanked everyone for attending.

2. Apologies

Apologies were received from Roy Laird, Glen Dobson and Tim Gill.

3. Minutes of 28th March 2007

The above were accepted as an accurate record of the meeting.

4. Pay

Edward reported that he had discussed timings of forming a pay claim for 2007 negotiations with Human Resources and advised the group of the CSR07 timetable delays (Agenda item 5). It was noted that HR would be presenting a paper to the Executive Board in order to initiate the pay process for their team.

Allan presented a draft joint unions pay claim which he felt reflected a realistic pay award for members rather than the reduced amounts being dictated by Treasury. It was noted that other unions were supportive of this basis and Marcus said that Prospect had explored similar concepts. Allan strongly suggested that the claim should also focus on progression arrangements; overtime and TOIL; abolishing the performance pay system and increasing the amount of annual leave for all staff regardless of grade or length of service.

Following further discussion, the group **agreed** on some changes to the draft and Edward agreed to work up a further draft for circulation, prior to the FCTU Council meeting in June.

Action Required: Edward Shephard

5. Efficiency Review Update

Edward advised that the Westminster CSR07 timetable was still slipping and that the outcome would not be known until autumn at the earliest. The group noted that the FC's position could be determined through DEFRA, and it was not yet known what the internal 'DEFRA family' process for this would be.

Following discussion Marcus agreed to take a lead on trying to find a way to influence the funding decisions of the England Regional Development Agencies.

The group **endorsed** this and agreed that the profile of the FC as an effective delivery body could be raised.

Edward reminded the group that the BSD Functional Review was ongoing and that the staff concerned were being consulted by management.

6. Communication Meetings

The group briefly discussed the plan of organising discussion sessions with staff at various locations. Edward said that he would circulate the spreadsheet to the group detailing target locations and meeting dates when more progress was made.

Action Required: Edward Shephard

7. A.O.B

7.1 Health & Safety Memoranda

Marcus reported that Lorraine Adams, H&S representative for Prospect had raised concerns that some of the HSM's on the FC Intranet were in need of revision. The suggestion was that HSM's should be checked for accuracy every 2 years in line with the timetable for reviewing risk assessments.

The Core Group expressed concern but felt that further efforts should be made to resolve the issue locally before any GB action was taken. Marcus said that he would make this recommendation.

Action Required: Marcus Sangster

May Core Group Meeting Action List

Name	Action Required
Edward Shephard	Make alterations to the draft pay claim.
Edward Shephard	Circulate communication meetings plan.
Marcus Sangster	Recommend that Lorraine and Emily Ramsay have a full discussion on HSM.