



**MINUTES OF THE FORESTRY COMMISSION TRADE UNIONS'
BUSINESS UNITS AREA MEETING
Silvan House 24th August 2010**

Present:	Alistair Gillies	Chair GMB
	Lawrence Villa	Member UNITE
	Bruce Hamilton	Member PCS
	Paul Bullock	Member UNITE
Minute Secretary:	Andrew Stewart	PROSPECT
Apologies:	Norrie Russell	Member UNITE
	Roy Laird	Member GMB

1. Introduction AG welcomed all to the meeting.

2. Minutes of Last Meeting Agreed as true record

3. Matters Arising From Last Meeting

- a. **FCE Review.** This review has been superseded by the FBU review and the office is scheduled to close between the 4th and 29th of April 2010. Matters affecting staff will now be addressed under the FBU review.
- b. Moves are afoot with HR to redeploy Admin staff within other areas, with the possibility of the Design team moving to NRS Bush.
- c. **MES review** Items relating to this will be discussed under the FBU review update at item 4.
- d. **H & S.** BH gave submitted a report on the meeting held on the 20th of July, the minutes of which can be found on the Business Units website at the main tab, rather than the sub menus. BH also discussed the reporting of near misses, and the efforts made to get all members of the BU to actively participate in this reporting principle. This committee will be retained after the changes being made to the Business Units. Distribution of the Near miss proforma to be circulated by BH.
- e. **Business Units Review** see item 4.
- f. **TRA** this has now been taken up through the Departmental Council and HR.

4. Business units review Update

- a. Paul Jarrah's report has now been published on the FCTU website.
- b. First meeting of the FBU review group held on the 29th July, the minutes of this meeting and the briefing note by lead rep A. Mackenzie are now on the FCTU website.
- c. Initial meetings have been held by Mr F. MacCulloch at Business Unit locations except for Wales.
- d. Next meeting of the Executive board steering group is scheduled for the 27th August with a meeting of the Review group on the 9th September.
- e. It was decided to raise issues regarding this review and the MES review, it seems that the MES review is deviating from its original Terms of Reference to include workshops not contained in the original MES review such as Torlundy, Longman, Aberfoyle and Lairg. It was decided to seek some clarity from the MES Review group, FBUSC and the FBU review forum.

5. **FCTU Campaign** Details of this campaign to fight the proposed cuts and changes to terms and conditions are being put on the FCTU main website. This area committee urge members to become active in this campaign.

6. Business Units Staff Council Agenda Items

From the minutes of the last Staff Council the following issues are still ongoing
VMDP
FBU customer surveys
FBU review & MES review.

7. **Travel & Subsistence** It seems that, since it was introduced, the incidental travel element of the 24 hour meal rate has been interpreted differently by members of staff and over the years HR have had many enquiries regarding entitlement to it. Workshop managers will be contacted and asked to inform staff members who have not claimed this element but would now wish to do so retrospectively and those who have claimed it but repaid it. This will ensure that all our staff members get the opportunity to claim it.

8. **AOB** Newton nursery has discovered red band needle blight.
TUPE guidance document issued to all council members.



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The FCTU is a partnership of PCS, Unite, Prospect, GMB and the FDA.