

## Minutes of Prospect BEC meeting 15<sup>th</sup> May 2007 via video conference link

### **Present:**

Alice Holt: Lorraine Adams (LA) and Sue Benham (SB)

NRS: Glenn Brearley (GB) Marcus Sangster (MS) Iain Kirk (IK) and Glen Dobson (GD)

Meeting Chaired by MS

### **1. Apologies**

Apologies were received from Tony Cousins, Andy Stewart and Bob Griffiths.

### **2. Minutes of the Previous meeting**

The minutes of the meeting held on 6<sup>th</sup> February before conference were accepted.

### **3. Matters Arising**

#### **3.1 Membership/Distribution lists**

IK to contact Sam Telford in Sue Gillingwater's absence to find out the NOC members for Prospect so that they can have access to our distribution lists.

**Action IK**

#### **3.2 eBranch**

IK to email Prospect to set up new passwords and logins for our eBranch so that we can get started on updating and advertising it.

**Action IK**

#### **3.3 Climate change letter to K Charles**

LA to chase up this letter to Ken Charles and ensure a response is received.

**Action LA**

#### **3.4 Video Conferencing**

Seems to be working! MS suggested that we could look into telephone conferencing too as that can work really well and none of us would have to leave our desks.

**Action LA**

### **4. Greenaways**

MS to drop a line to Chris at Prospect and Jane about the objective of reducing travel.

**Action MS**

### **5. BSD Review**

There has been a review of all BSD functions and the report is now available on the intranet. OSU staff are moving to CFS which seems a sensible move and the general feeling is that everyone is reasonably happy. There has been a lot of talk about financial pressure. We are now awaiting the outcome of a second review conducted by Ian Forshaw regarding production forecasting finances and inventory. The overall affect is felt by 2 Prospect members possibly moving to IT however the move may not result in a 2 person job but relocation would only mean moving desks within Silvan house. It was decided that BEC should keep an eye on the second review and the effect on the 2 Prospect members.

### **6. On the Ground Initiative**

This is a Scottish Executive initiative for agencies to share facilities and resources. There are concerns about the Dumfries office and general concerns from staff especially in regard to the lack of any union involvement. Glen Dobson was aware that Alan Denny was in attendance at the meeting and would contact him for more information.

**Action GD**

## **7. Pay**

It was decided that the claim as it was written was a good claim but that the priority must be given to actual pay increases and TOIL. We were pleased to see that the Performance Related Pay section has been challenged and highlight the fact that the current system is not working. Therefore if it is not possible for Performance pay to be abolished then we need a better system that actually works throughout the commission. And any changes made to staff holidays as a result was fine.

## **8. Replacement for Chairman**

It was thought at this stage that Tony should canvass likely candidates.

**Action Tony Cousins**

## **9. Report from FCTU core group regarding HSM's**

Most of the discussions at the Core group were to do with Pay, the brief time that was spent discussing the HSM guidance and their lack of regular updates didn't merit FCTU involvement. After discussion other BEC members understood more as to the implications of out of date information on Health and Safety. It was decided that a letter would be drafted by LA and sent by TC to Emily Ramsey to request again a review of procedures. In the meantime it was decided that there should be sent a short note to our members and to other H&S reps via Sue G to explain our actions and the general problem.

**Action LA/TC**

## **10. Membership**

A half-year recruitment exercise had been promised to the FC, this responsibility will now be down to Catherine Myles who has been drafted in to help during Claire's absence. She will be able to help with membership mapping so that we can review target areas. Glen Dobson will get in touch with Catherine to pass on Iain's details so that she can contact him regarding this. Iain reported that Barbara Anglezarke was running her own recruitment period in Wales and had requested 10 information packs.

**Action GD**

## **11. Next Meeting**

The date of the next meeting was set for **21<sup>st</sup> August at 10am, via video conference** link again, unless other alternatives have been investigated in the meantime. An August date was decided upon so that it wouldn't clash with holidays in September. As this then makes a long time between August and conference in February it will be decided upon at the August meeting whether an additional meeting should be held in November/December.