

Scottish Terms and Conditions Committee

STAC(TCS02)2016

09 February 2016

To: Joint Leads – Review of Band 1

cc: Human Resource Directors and Employee Directors

Dear Colleagues

REVIEW OF AGENDA FOR CHANGE BAND 1

I refer to the letter from the Chairs of the Scottish Terms and Conditions Committee (STAC) dated 13th January outlining the process to be undertaken in relation to the review of Agenda for Change Band 1 posts and enclosing the remit of the group.

Once the review process commences, STAC will be required to monitor progress within Health Boards and will be issuing a Review Monitoring Form to collect information in due course. I am therefore writing to you on behalf of STAC to request some further information on the posts that will be involved in the review.

You recently provided information on the number of Band 1 post holders that were in post in your organisation and we would now be grateful if you could break this down by staff group, eg domestic, catering, laundry, portering, admin and clerical etc, detailing how many staff are in each category.

This will allow STAC to keep the monitoring process as simple as possible whilst understanding the outcomes and, specifically where it has or has not been possible to put measures in place to move staff into Band 2 posts.

I would be grateful if you could provide this information on the attached form and return it to me at spollock@nhs.net. This information is required fairly quickly so responses by Friday 26th February 2016 would be much appreciated.

Yours faithfully

Sonia Pollock
Support Officer
STAC Band 1 Review Group
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