

# Scottish Terms And Conditions (STAC) Committee

## Thursday 23 September 2021, 10:30am

### Minute of Virtual Meeting via Teams

**Chair: Calum Campbell**

**In Attendance:**

Staff Side		Employer Side	
Colin Poolman (co-Chair)	RCN	Calum Campbell (co-Chair)	NHS Lothian
Willie Duffy	Unison	Ian Reid	MSG
Wilma Brown	Unison	Laura Ace	NHS Lanarkshire
Paul Donaldson	HCSA	Tracey Ashworth-Davies	NES
Scott Keir	BDA	Janis Butler	NHS Lothian
Karen Leonard	GMB	Andy Corr	Scottish Government
Steven Lindsay	Unite	Colin Cowie	Scottish Government
Lilian Macer	Unison	Lynne Khindria	MSG
Cathy Miller	Unison	Daniel MacDonald	Scottish Government
Jackie Mitchell	RCM	Anne MacPherson	NHS Greater Glasgow and Clyde
Angela Montgomery	POA	Colin Marsland	NHS Shetland
James O'Connell	Unite	Kenny Nairn	Scottish Government
Norman Provan	RCN	Claire Pearce	NHS Tayside
Ros Shaw	RCN	Darren Purdie	Scottish Government
Sylvia Stewart	Unite	Conor Quinn	Scottish Government
		Laura Zeballos	Scottish Government

Secretariat: Jack Ashton, Scottish Government

## 1. Apologies

**Staff Side:** Ewing Hope, Graham Pirie, Claire Ronald, Sylvia Stewart, Yvonne Stewart

**Employers:** Caroline Cooksey, Lorraine Hall, Pauline Howie, Lorraine Hunter, Jacqui Jones, Karen Reid

## Opening Words

The Chair began the meeting by formally noting the passing of Tom Waterson. Tom had been a valued member of STAC for many years and all sides joined in acknowledging this sad loss to partnership working in Scotland at both a national and local level.

## **2. Minutes and Action Points of previous meeting (14 June 2020)**

The Committee agreed that the draft minute was an accurate record of the discussion from the previous meeting.

### **3. Matters to Report:**

#### **a) Job Evaluation (New Revised Job Profiles for HSCW)**

New nursing assistant job profiles have been produced by the NHS Staff Council and it was agreed that a national approach should be taken to implementing these and that Employers and Staff Side should work together to agree an implementation date.

**Action:** To liaise with a view to agreeing implementation date.

#### **b) Appraisal and Incremental Progression**

It was confirmed that a new Scottish version of Section 6 of the Agenda for Change Handbook had been agreed to reflect the up to date position and will be included as part of the larger Handbook refresh.

Work around statutory and mandatory training which had been agreed as part of the 2018 pay deal but delayed by Covid was still on pause. However, the intention was to liaise with the service in order to assess what the priorities would be for moving forward, in order to inform next steps.

#### **c) Paid As If At Work (Non-Contractual Overtime)**

The Committee was advised that tribunal claims are still being worked through and that Employer and Trade Union legal representatives will meet next week with the aim to resolve the outstanding issues.

#### **d) Midwifery Continuity of Care (Best Start)**

Employer side colleagues advised that they will be meeting with Staff Side representatives on 28<sup>th</sup> of September to gain an understanding of whether further discussions or guidance will be required.

#### **e) Review of Coronavirus (COVID-19) Policies including policy on Long Covid**

Scottish Government colleagues advised that opinions on Long Covid sick leave provisions have been sought from STAC and that advice has been given to the Cabinet Secretary for Health and Care. Until the Cabinet Secretary reaches a decision, the current arrangements will continue to apply.

Staff Side highlighted that some Boards may be looking to independently revise Covid-19 arrangements and it was agreed to issue a letter reiterating the status quo.

**Action:** STAC Co-chairs to issue a joint letter to Boards.

#### **f) Vaccinator Terms and Conditions**

Scottish Government confirmed that feedback has been sought from Staff Side colleagues on draft guidance which would see the service move back to standard terms and conditions for vaccination services. Staff Side undertook to consult and provide feedback on this in due course.

**Action:** Staff Side colleagues to pass written feedback to Scottish Government.

#### **g) Scottish and Distant Islands Allowance Review**

Scottish Government advised that the Working Group report was still being considered and a response would be provided at an appropriate time.

#### **h) Pay, Infrastructure and Resources**

Scottish Government highlighted that the Budget timetable will provide the framework for discussions around pay. Staff Side noted this but expressed dissatisfaction that no clarification had yet been provided as to whether Scotland is committed to a collective bargaining approach, given the implications this would have for the infrastructure which would require to be put in place. It was further highlighted that STAC Secretariat had requested a meeting with the Cabinet Secretary to discuss these issues some time ago and that this had not yet taken place. Scottish Government representatives agreed to take this away and follow up with Private Office.

### **4. Matters to Discuss:**

#### **a) COVID-19 Public Enquiry**

The Committee noted the invitation to provide input to the Covid-19 Public Enquiry which had been circulated by the Scottish Government. Following discussion it was decided that it would not be appropriate for STAC to submit a joint response at this point, although the various parties on STAC would be free to submit information on behalf of their individual organisations.

#### **b) Homeworking / Working From Home**

It had already been agreed that a Working Group should be established to look at the terms and conditions issues which arise around Homeworking. A Terms of Reference for this had been circulated and it was agreed that comments on these should be fed back over the next week.

**Action:** To provide comments and finalise ToR

It was noted that there is a crossover with the work which SWAG had done on this issue and that the two polices are interdependent to an extent. All sides agreed that given the changes in working practice initiated by Covid it would be desirable to move this piece of work forward as quickly as possible.

#### **c) Recruitment and Retention Premia (RRPs)**

The Chairs of the Working Group confirmed the recommendations in the paper which had been circulated which suggested a 4 year extension for the existing Estates RRP and a 3 year extension for the Medium Secure Unit (MSU) RRP.

The Committee also agreed a 4 year RRP in response to the application for Band 5 nurses on Arran, and a 3 year RRP for staff at the Foxgrove medium secure facility.

The Committee was advised that further work remains to be done around how the withdrawal of Premia should be handled, as well as what the most appropriate approach should be to recognising the unique challenges of an MSU environment and it was agreed that a Working Group should be established to consider these issues.

**Action:** Establish a Working Group to look at MSU issues and at withdrawal of RRP

#### **d) Scottish Agenda for Change Handbook Refresh**

Scottish Government colleagues referred to the proposed updates to the Scottish Handbook which had been included with the papers and asked for any comments. The Committee confirmed they were content with the indicated revisions and with the approach being proposed for how the Scottish Handbook will be presented.

**Action:** Scottish Government to draft updated version of the Handbook and bring to next STAC to finalise.

#### **e) Christmas and New Year at Weekend**

The Committee noted the draft circular which had been shared with the papers. This outlined the correct approach to remunerating AfC staff over the 2021-22 Christmas and New Year period. STAC confirmed it was content for this to be issued.

**Action:** Scottish Government to issue circular to the service.

#### **5. Matters to Note:**

The Committee noted that the following guidance had been published since the last meeting:

- a) STAC(TCS02)2021: Arrears Following AfC Pay Uplift – 14 June 2021
- b) DL(2021)19: NHS Scotland Job Evaluation Policy – 30 June 2021
- c) STAC(TCS04)2021: Adverse Reaction Following Covid-19 Vaccination – Clarification – 30 August 2021
- d) DL(2021)29: Right to Request Flexible Working – 13 September 2021

#### **6. Date of Next Meeting:**

The Committee noted that the next meeting will be held on 22 November 2021 via Microsoft Teams.

**Scottish Terms and Conditions Committee**  
**23 September 2021 Meeting**

**Action Points**

<b>Agenda Subject</b>	<b>Action</b>	<b>Action Officer(s)</b>	<b>Update</b>
3.a) Job Evaluation	To set up working group re implementation of new profiles.	Secretariat	Ongoing
3.e) Review of Coronavirus (COVID-19) Policies - Long Covid	To issue a joint letter to Boards.	STAC Chairs	Done – issued on 28 September as STAC(TCS05)2021
3. f) Vaccinator Terms and Conditions	To provide feedback on proposals	Staff Side	Done
4.b) Homeworking/ Working from Home	To provide comments and finalise ToR	Staff Side, Employers and SG	Ongoing
4.c) Recruitment and Retention Premia (RRPs)	To establish a Working Group to consider approach in MSUs and withdrawal	Secretariat	Ongoing
4.d) Scottish Agenda for Change Handbook Refresh	To draft updated Handbook and bring to STAC for approval	Scottish Government	Ongoing
4.e) Christmas and New Year at Weekend	To issue circular to service	Scottish Government	Done – issued on 5 October as PCS(AFC)2021/4