

Scottish Terms and Conditions (STAC) Committee
Thursday 19 September 2024, 10:30 am
Minute of Virtual Meeting via MS Teams

In Chair: Colin Poolman

In attendance:

Employer Side		Staff Side	
Jane Grant (Emp Side Chair)	NHS GG&C	Colin Poolman (Staff Side Chair)	RCN
Ian Reid (Emp Side Secretary)	MSG	Matt McLaughlin (Staff Side Secretary)	Unison
Colin Cowie	Scottish Government	Frances Carmichael	NHS GG&C
Liam Gibson	Scottish Government	Philip Coghill	RCN
Lorraine Hall	NHS Shetland	Emma Curren	RCM
Holly Lenk	Scottish Government	Simon Fevre	BDA
Elizabeth Lorimer	Scottish Government	Tam Hiddleston	Unison
Daniel MacDonald	Scottish Government	Karen Leonard	GMB
Anne MacPherson	NHS GG&C	Cathy Miller	Unison
Colin Marsland	NHS Shetland	Angela Montgomery	POA
David Miller	NHS Fife	James O'Connell	Unite
Barbara Anne Nelson	MSG	Graham Pirie	COP
Ronan O'Dowd	Scottish Government	Claire Ronald	CSP
Lyndsay Turner	Scottish Government	Ros Shaw	RCN
Jennifer Wilson	NHS A&A	Yvonne Stewart	SoR
		Susan Walker	Unite

Secretariat: Holly Lenk, Scottish Government

1. Apologies

Staff Side: Norman Provan

Employers: Janis Butler, Sybil Canavan, Jaquie Jones

2. Minutes and Action Points of Previous Meeting

The draft minute of the 14 June 2024 meeting was agreed as an accurate record of the discussion at that meeting.

3. Matters to Report:

a) Job Evaluation

Representatives of the Job Evaluation Group confirmed that the agenda for meetings has been split between the Band 5 Nursing Review and business as usual. The committee advised they have written to Boards to ask them to complete their annual Health Check to ensure sufficient capacity to complete reviews in a timely manner and also to make sure they have sufficient long-term capacity.

In addition, the group is monitoring the results of the UK Nursing profile review for any implications in Scotland. The Job Evaluation Group is also looking to ensure that, wherever possible, they are involved at the right time in any national discussions which touch on banding issues.

b) Health and Safety Committee (SWAG Feedback)

This issue had been passed to the Scottish Workforce and Staff Governance Committee (SWAG), who had provided a written update STAC for the meeting. This confirmed that Scottish Employers already had a representative on the UK Health Safety and Wellbeing Group (HSWBG). It was therefore agreed that HSWBG would be approached with a view to also having Scottish Staff Side representation. It was agreed that a further update would be sought from SWAG in due course.

Action: SWAG Secretariat to provide an update to STAC for the next meeting.

c) Agenda for Change Pay 2024-25

The Chair noted that pay negotiations had concluded and that the Staff Side were currently balloting on the offer. He confirmed that a Staff Side meeting had been scheduled for 23 September where the outcome of the ballots will be reviewed before issuing a formal response.

Scottish Government representatives confirmed that, providing the agreed deadline for confirming the position was met, the uplift would be in October salaries. It was further confirmed that staff receiving benefits would be offered the option to spread arrears payments, if this would be helpful to them.

d) UK Mileage Review

Employers noted that they wish to participate in the UK Staff Council Review, while Staff Side commented that they are still discussing how best to proceed. Scottish Government officials confirmed that the Cabinet Secretary had been briefed on the issue and his views would be fed back in due course.

Action: Scottish Government to confirm the Cabinet Secretary's position to STAC once known.

4. Matters to Discuss:

a) Agenda for Change Review Implementation Groups – Way Forward

A paper had been circulated to the Committee which recommending that the Reduced Working Week Implementation Group and the Band 5 Nursing Role Review Group should be stood down. Any future issues will be addressed through STAC Secretariat or the Job Evaluation Group respectively. The Committee confirmed they were content to proceed on that basis, although Staff Side stressed the need for ongoing oversight of the Reduced Working Week process, given the schedule for further reductions.

b) Band 5 Nursing Review – Lessons Learnt

The Committee noted the paper which had been circulated which considered the work which had been done around the Band 5 Nursing Review and set out a number of conclusions to bear in mind for future reference. The Committee felt this was a good example of tripartite working and were content to accept the principles it contained.

c) Compensatory Rest – Working Group – ToR

A draft Terms of Reference for a Compensatory Rest Working Group had been circulated for the meeting and the Committee agreed to these in principle, although it was noted that MSG will have a meeting at the end of the week where they will formally review and agree the ToR from an Employer perspective. It was stressed that this Group's mandate was not to re-negotiate on-call provisions more generally, and on that basis it should be possible to progress this matter quickly.

Action: Employers to confirm position to Secretariat with an update to STAC at the next meeting.

d) RRP – Working Group – ToR

The committee again agreed the RRP Working Group Terms of Reference in principle, noting that MSG will formally agree in due course.

Action: Employers to confirm position to Secretariat with an update to STAC at the next meeting.

e) Annex 21 – Revised Scottish Provisions

A paper had been circulated which proposed changes to the Scottish version of Annex 21 of the Agenda for Change Handbook. The intention was to address the disincentive for existing staff to take up training positions. The Committee note this and indicated it was content to change Annex 21 as indicated.

Action: To issue changes to Annex 21 in Scotland

The paper also highlighted that further work should be done around the issue of Modern Apprenticeships and the Committee confirmed it was content to see that proceed.

Action: Secretariat to develop a ToR for a SLWG to consider arrangements for Modern Apprenticeship roles and update STAC at the next meeting

Staff Side highlighted that grievances were being raised locally in order to seek pay protection in situations where staff had moved to different Boards to undertake training. It was agreed that this scenario could be considered nationally if examples were provided to the Secretariat.

Action: Staff Side to provide examples of cross border protection issue to Secretariat

5. Matters to Note

The Committee noted the relevant documents which had been published since the last meeting.

- a) [Minutes of the NHS Scotland Pension Scheme Advisory Board – 21 March 2024](#)
- b) [PCS\(AFC\)2024/04](#) – Changes to the Agenda for Change Handbook: Reduction in the working week to 37 hours and updates to Section 15 and Section 27

6. Date of Next Meeting

21 November 2024

Scottish Terms and Conditions Committee
19 September 2024 Meeting

Action Points

Agenda Subject	Action	Action Officer(s)	Update
3.b) Health and Safety Committee update	SWAG Secretariat to provide an update to STAC for the next meeting.	Scottish Government	Update provided for 21 November meeting
3.d) UK Mileage Review	Scottish Government to confirm the Cabinet Secretary's position to STAC once known.	Scottish Government	On Agenda for 21 November meeting
4.c) Compensatory Rest – Working Group – ToR	Employers to confirm position to Secretariat with an update to STAC at the next meeting.	Employers	Employers confirmed position at 10 October Secretariat Meeting. ToR approved.
4.d) RRP – Working Group – ToR	Employers to confirm position to Secretariat with an update to STAC at the next meeting.	Employers	Employers confirmed position at 10 October Secretariat Meeting. ToR approved with reference to “Once for Scotland” removed to avoid confusion with formal OfS programme.
4.e) Annex 21 – Revised Scottish Provisions	To issue changes to Annex 21 in Scotland	Scottish Government	Complete. Changes published as PCS(AFC)2024/6 .
4.e) Annex 21 – Revised Scottish Provisions	Secretariat to develop a ToR for a SLWG to consider arrangements for Modern Apprenticeship roles and update STAC at the next meeting.	Secretariat	Complete. ToR to go to 21 November meeting for approval.
4.e) Annex 21 – Revised Scottish Provisions	Staff Side to provide examples of cross border protection issue to Secretariat	Staff Side	Ongoing