

**Scottish Terms and Conditions (STAC) Committee**  
**Wednesday 25 March 2026, 11:00**  
**Minute of Virtual Meeting via MS Teams**

In Chair: Colin Poolman

In attendance:

Employer Side		Staff Side	
Jim Miller (Emp Side Deputy Chair)	NHS 24	Colin Poolman (Staff Side Chair)	RCN
Ian Reid (Emp Side Secretary)	MSG	Matt McLaughlin (Staff Side Secretary)	Unison
Louise Busell	NHS Highland	Frances Carmichael	Unison
Colin Cowie	Scottish Government	Philip Coghill	RCN
Liam Gibson	Scottish Government	Emma Currer	RCM
Lorraine Hall	NHS Shetland	Simon Fevre	BDA
Jane Hamilton	Scottish Government	Keir Greenaway	GMB
Colin Marsland	NHS Shetland	Tam Hiddleston	Unison
Daniel MacDonald	Scottish Government	Angela Montgomery	POA
Barbara Anne Nelson	MSG	Karren Morrison	Unison
Kenny Nairn	Scottish Government	James O'Connell	Unite
Darren Purdie	Scottish Government	Graham Pirie	RCPOD
Lyndsay Turner	Scottish Government	Allan Robertson	HCSA
Elaine Watson	NHS Tayside	Claire Ronald	CSP
		Susan Walker	Unite

Secretariat: Holly Lenk

### **1. Apologies**

**Staff Side:** Simon Fevre, Ewing Hope, Karen Leonard, Karren Morrison, Norman Provan, Yvonne Stewart

**Employers:** Michael Breen, Sybil Canavan, Lorraine Hunter, Jacqui Jones, David Miller, Carol Potter

## **2. Minutes and Action Points of Previous Meeting**

The draft minute of the 26 November 2025 meeting was agreed as an accurate record of the discussion at that meeting. Progress against the action log was noted, with updates reflected in agenda items for discussion.

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

### **a) Job Evaluation**

An action plan agreed by the Job Evaluation Group which had been circulated with the papers. This set out short, medium and long-term actions to improve consistency, compliance and timeliness of job evaluation. It was noted that communication had already been issued reinforcing the need for Boards to adhere strictly to the process set out in the Job Evaluation Handbook.

Staff Side welcomed the progress made, while reiterating their concerns around local variation in process and the need for stronger senior leadership engagement. The Job Evaluation paper and the proposed timescales were noted.

### **b) Band 5 Review**

An update was provided on Board returns following the Director General's correspondence. It was noted that Boards reported ongoing activity, including increased panel capacity, improvements to governance arrangements and enhanced communication with staff. Certain capacity constraints were highlighted, particularly in relation to evaluator availability.

Staff Side enquired whether the Band 5 Review data which is usually shared weekly would continue to be circulated during the election period. Scottish Government officials commented that there is a high threshold for what is considered "official business" but undertook to check this point.

**Action:** Officials to confirm with the Cabinet Secretariat whether reports on the Band 5 review application process can be shared during the pre-election period.

### **c) Reduced Working Week**

It was noted that implementation of the one-hour reduction in the working week to 36 hours remains on track for 1 April 2026. Guidance has been issued, with on-call arrangements remaining an outstanding issue. Both sides agreed to continue discussions to resolve local challenges and mitigate any potential detriment to staff.

### **d) Scottish Distant Islands Allowance**

Staff and Employer representatives had previously agreed that a paper developed two to three years ago requires updating, particularly in relation to costs. It was noted that progress has been slower than intended. A meeting between officials is

scheduled next week to finalise the update. Once completed, the intention is to share the revised paper with the Secretariat and submit to Scottish Government.

#### **e) Scottish Election Period**

Officials stated that the pre-election period begins at midnight on 25 March 2026 and outlined the associated restrictions. The Committee indicated that it would be helpful to see any guidance that was available on this issue and officials agreed to circulate that.

**Action:** Scottish Government to circulate guidance on pre-election activity.

#### **f) World Cup Public Holiday**

Staff Side reported that they are waiting for an update on the World Cup public holiday announced by the First Minister as there is significant member interest and concern. Scottish Government officials noted that a decision was expected to be communicated by the end of the day.

#### **g) Staff Council – Review of Mileage**

The Staff Council has now agreed to a revised mileage system and a paper was circulated to the Committee outlining the details. The proposals have been referred to the Department of Health, with the assumption that the new arrangements will be applied in England in the new financial year. Staff side has reserved its position on the matter, and further consideration will be required in due course regarding what is ultimately applied in Scotland.

#### **h) Staff Council – Section 16 of the AfC Handbook and Partial Retirement**

Officials reported that the UK Staff Council has agreed to seek a mandate to renegotiate Section 16.6 of the AfC Handbook to reflect changes in retirement options and ensure consistency of interpretation. Scotland will observe only during the election period, with re-engagement to be considered thereafter. The no-compulsory-redundancy policy in Scotland remains unchanged and subject to Ministerial decision.

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

#### **a) Staff Council – Review of AfC Handbook – Scottish Position**

Scottish Government officials provided an update on the ongoing UK Staff Council review of the AfC Handbook. The paper identifies three sections that require agreement for application in Scotland: Section 18 (subsistence allowances – narrative only), Section 19 (other terms and conditions), and Annex 20 (development of professional roles). It was noted that only Annex 20 has been published to date and that Scottish publication will follow UK publication.

There was agreement in principle to all of the proposed amendments. It was noted that a subgroup has been proposed to feed in Scottish views and consider future amendments, although this has not yet been established.

With regard to Annex 20, it was suggested that it may be helpful to develop further guidance on the application of these revisions. The Committee agreed that the Secretariat should have further discussions around what could be provided in this regard.

**Action:** Secretariat to consider further guidance around the application of the new Annex 20

## **5. Matters to Note**

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

- NHS Pension Scheme Advisory Board Minutes from [17 September 2025](#)
- [PCS\(AFC\)2025/07](#) – Compensatory Rest for AfC Staff Undertaking On-Call Duties – 4 December 2025
- [PCS\(AFC\)2025/08](#) – Reduction in the Working Week for AfC Staff in NHS Scotland – 8 December 2025
- [STAC\(TCS04\)2025](#) – Provision of STAC Guidance – 17 December 2025
- [STAC\(TCS01\)2026](#) – JE Sub-Group (STAC) – JE General Review Short Term Actions – 25 February 2026
- [PCS\(AFC\)2026/01](#) - Pay and conditions for NHS staff covered by the Agenda for Change Agreement – 23 January 2026
- [PCS\(SDIA\)2026/01](#) – Scottish Distant Islands Allowance – 23 January 2026

The Chair finished by highlighting that a number of Committee members were due to retire shortly. Neither Carol Potter nor Karen Leonard were at today's meeting but had both had a long involvement in Scottish partnership working, including STAC. In addition, this would be the last meeting for STAC's current Employer Side Secretary Ian Reid.

All sides joined together in thanking the departing members for their significant work on the Committee over the years and in wishing them well for the future.

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

17 June 2026

**Scottish Terms and Conditions Committee  
25 March 2025 Meeting**

**Action Points**

<b>Agenda Subject</b>	<b>Action</b>	<b>Action Officer(s)</b>	<b>Update</b>
3.b) Band 5 Review	Officials to confirm with the Cabinet Secretariat whether reports on the Band 5 review application process can be shared during the pre election period.	Scottish Government	Done. Confirmed data should not be circulated during Election Period.
3.e) Scottish Election Period	Scottish Government to circulate guidance on pre-election activity.	Scottish Government	Done. Circulated on 2 April.
4.a) Staff Council – Review of AfC Handbook – Scottish Position	Secretariat to consider further guidance around the application of the new Annex 20	All sides	Ongoing