

SOUTH WEST PAY, TERMS AND CONDITIONS CONSORTIUM

STEERING GROUP

AGENDA

➤ **29TH JUNE 2012**

➤ **3pm**

➤ **Dorset County Hospital**

1. Chair's introduction to the meeting
2. Apologies for absence
3. Terms of reference
 - Steering Committee membership
 - Terms of reference
4. Staffing arrangements:
 - Advisor
 - Communications
 - Project manager
 - Legal advice
 - Specialist advice (labour market, pensions, tax)
5. Pay, terms and conditions – discussion on key issues
6. Project plan:
 - Discussion points and decisions
 - Outline project plan
 - Key messages – lines to take
7. Any other business
8. Date and time of next meeting:

SOUTH WEST PAY, TERMS AND CONDITIONS CONSORTIUM STEERING GROUP

AGENDA

➤ **31st July 2012**

➤ **4-5.30pm**

➤ **Telephone conference:**

- Call: 0800 032 8069
- Participant Code: 72412420 then #

1. Chair's introduction to the meeting
2. Apologies for absence
3. Key points and actions (attached) – 29th June Steering Group meeting
4. Update and review of activities
 - Meetings:
 - Social Partnership Forum
 - SW HRDs
 - FTN HRDs
 - Department of Health
 - NHS Employers
 - Foundation Trust Network
 - Communications and briefings
5. Staffing and Steering Group arrangements
 - Project manager
 - Director of nursing member of Steering Group
 - Legal advisors – Bevan Brittan appointed
 - Handling FOIs – FOI lead(s) and database
6. Addressing pay, terms and conditions draft paper (attached)
 - Southend NHS FT local pay arrangements briefing (attached)
 - Discussion and agree final version
 - Circulation plan

7. Economic, financial and service challenge draft paper (attached)
 - Discussion and agree final version
 - Circulation plan
8. Legal briefing
 - Discussion and assessment of legal briefing (attached)
 - Confidentiality – information sharing protocol (attached)
 - Agree next steps
9. Project plan
 - Note project plan (attached)
 - Circulation plan
10. Conference (September)
 - Agree details and outline format
11. Next steps
 - Handling change paper
 - Formal invite to trade unions to offer engagement
 - Labour market analysis
 - Legal FAQs
 - 1:1s with HRDs (with DA)
 - CEOs briefing telcon
12. Any other business
13. Date and time of next meetings
 - 23rd Aug 3-5pm (preferably to be changed)
 - 27 Sept 3-5pm
 - 25th Oct 3-5pm
 - 29 Nov 3-5pm

Enclosures:

- a) Actions and key points (29th June Steering Group)
- b) Addressing pay, terms and conditions draft paper
- c) Southend NHS FT local pay arrangements briefing
- d) Economic, financial and service challenges draft paper
- e) Legal briefing
- f) Confidentiality – information sharing protocol
- g) Project plan (to follow)



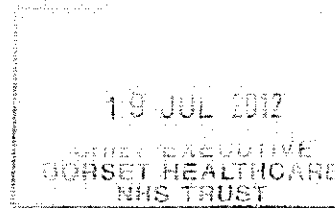
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Tel: 0117 9689479

Regional Secretary:
Joanne Kaye

General Secretary
Dave Prentis

Mr Paul Sly
Chief Executive
Dorset HealthCare University NHS Foundation Trust HQ
11 Shelley Road
Boscombe
Bournemouth
BH1 4JQ



18 July 2012

Dear Mr Sly

Re: South West Pay Consortium

Our purpose in writing to you is to establish Dorset HealthCare University NHS Foundation Trust's position in relation to current national discussions to review Agenda for Change (AfC), and to understand how and when any key decision may be made by the Trust in relation to proposals generated by the consortium's Project Steering Group. Please provide your response by 27th July, as this will have an influence on UNISON's position in current national negotiations.

AfC – national negotiations

As you are aware, NHS Employers have tabled two proposals to alter the national AfC agreement, relating to pay progression and sick pay. NHS Staff Council staff-side unions are currently consulting internally on this.

1) Please explain why the South West Pay Consortium – and so, by extension, Dorset HealthCare University NHS Foundation Trust – is exploring a wide-ranging list of proposed schemes to change terms and conditions, when the national employers' organisation has restricted its negotiating agenda to pay progression and sick pay. In particular, please explain how exploring other options that have not been tabled nationally, does not equate to speculative planning for a regional pay framework.

2) If NHS Employers obtain substantially what they are seeking from national negotiations on pay progression and sick pay, would you withdraw from the South West Pay Consortium and reaffirm your commitment to the national AfC agreement? If not, why not?

Approval process

UNISON understands from recent communication activity by the South West Pay Consortium that the timetable outlined in the original Project Initiation Document has changed, and that the options appraisal and full business case may not be produced until towards the end of the financial year.

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darc@unison.co.uk

3) Please confirm that the full Trust Board has retained full authority for taking key decisions on whether or not to proceed through Gateway 2 and, as appropriate, Gateway 3. If these decisions have been delegated by the Trust Board to another body, please provide details of this body's composition and remit.

4) Please confirm the revised draft timetable for when you anticipate the Trust Board, or delegated body, will receive formal proposals to consider and approve at Gateway 2 and Gateway 3 stages, respectively, or any other key stage that may since have been built into the Consortium project programme.

5) Please confirm that Staff-side representatives will be granted the formal opportunity to attend and address the relevant part of the Trust Board meeting, or equivalent, at Gateway 2 and Gateway 3 stages, to represent staff views on the South West Pay Consortium's activities and plans.

Yours sincerely



Simon Newell
Head of Health
UNISON South West

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From: Bown, Chris
Sent: 23 August 2012 06:32
To: Challice, Angela
Subject: Fw: Commercial in Confidence - URGENT
Attachments: SWCagenda23Aug.doc

Angie Jo Cubbon Taunton is now a member of steering group (sorry) can you call her office and see if she can take part - my fault for late notice.

Sent via a mobile device.

From: Challice, Angela
Sent: Wednesday, August 22, 2012 04:07 PM
To: Bown, Chris; David Amos, Pay Consortium Advisor <david@davidamos.net>; David Smith, HRD, Gloucester <david.smith4@glos.nhs.uk>; Edward Colgan, CEO, Somerset Partnership <edward.colgan@sompar.nhs.uk>; Helen O'Shea, CEO, Plymouth <h.oshea@nhs.net>; Lezli Boswell, CEO Cornwall <lezli.boswell@rcht.cornwall.nhs.uk>; Malcolm Cassells, DoF, Salisbury <malcolm.cassells@salisbury.nhs.uk>; Nick Macklin, HRD, Taunton <nick.macklin@tst.nhs.uk>; Robert Woolley, CEO, Bristol FT <robert.woolley@uhbristol.nhs.uk>
Cc: david@davidamos.net <david@davidamos.net>; Fisher, Jon
Subject: Commercial in Confidence - Agenda for Conference Call 23 August

Dear All

Please find attached an agenda for the Pay Consortium Working Group Conference call, taking place at 11.00am on Thursday 23 August 2012. The document is encrypted and the usual password will apply. Please do not hesitate to contact me should you require a reminder of the password.

The dial in details for the Conference Call are as follows:

Dial In: [REDACTED]

Participant Passcode: [REDACTED]

Kind regards

Angela Challice
Executive Assistant to Chris Bown
Chief Executive
Poole Hospital NHS Foundation Trust
Longfleet Road
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Fax: 01202 442743
Email: angela.challice@poole.nhs.uk

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In confidence

Draft response from CEOs to MPs re: RCN template letter to MPs

Dear...

Further to my recent correspondence on the South West pay, terms and conditions consortium, it has come to my attention that a letter is currently being circulated by the Royal College of Nursing and sent to MPs in the South West. I thought it would be helpful to share our response to the key points raised in this correspondence, which may be of use to you in any reply you wish to make to constituents.

It may be useful to provide a brief overview of the consortium and the reason for its existence.

The consortium comprises 20 NHS trusts and foundation trusts and has been established in response to the serious financial and clinical service challenges facing the NHS, both now and in the future.

The consortium's steering group is responsible for identifying how taxpayer funding may be more efficiently used in order to protect both employment and the continued delivery of high quality healthcare, which includes looking at the pay, terms and conditions of all staff.

The consortium acknowledges that the NHS' largest expenditure – our workforce – must be better designed to reflect the needs of each organisation in maintaining and building on high quality health services, whilst recognising and rewarding hard working and high performing staff.

Pay, terms and conditions form a significant and growing part of the financial challenge facing NHS organisations, despite the Government's two year freeze, which ends after this financial year with its announcement to cap annual pay increases at an average of one per cent for the next two years.

The aim of the consortium is to provide greater security for health services and staff, with an affordable pay, terms and conditions system that recognises and rewards performance, promotes greater productivity, and creates a flexible workforce responsive to changing patient needs that is fit for purpose in the modern NHS.

Turning to the letter you will have received, and in terms of the £10,000 each member organisation has contributed towards funding for the South West pay, terms and conditions consortium, it's clear that individual organisations working in isolation when exploring pay, terms and conditions are likely to incur significant costs greater than this amount. . By working together, trusts are able to carry out this detailed and comprehensive piece of work in a far more efficient way.

This financial contribution has enabled the consortium to access professional advice, for example legal support that is not readily available in the NHS, as well as the appointment of an external advisor and project management, and administrative support.

All the chief executives involved are clear that a successful outcome from the work that we are exploring in the South West will include a reduced need for redundancies and increased job security, and I consider £10,000 a reasonable expenditure in order to explore and secure this.

Ultimately, all trusts involved want pay, terms and conditions that are fit for purpose in helping us to meet the significant financial and service challenges we face now and in the future. This includes fully supporting the national negotiations underway over the past 18 months or so regarding amendments to some aspects of Agenda for Change.

Looking at regional pay, I am happy to make clear that the consortium's review is entirely separate from the Government's announcement to ask the Pay Review Body to consider how the national public sector pay systems could better take account of local and regional labour market pressures. The suggestion was that this would allow the national pay systems to pay more to staff working in those areas where the cost of living is higher and certain skills are in high demand.

It is in no organisation's interests to offer pay, terms and conditions that make our trusts less attractive places to work. It is in everyone's interest to provide employment that is both secure and allows for high performance to be rewarded, and which places us in the best position possible to offer services to patients that are sustainable in the years to come.

Despite what you may have read and heard, there are no plans or proposals on the table at this stage. The consortium will produce a full business case by the end of this calendar year to put to trust boards for discussion. For the avoidance of doubt, the decision on whether to progress any changes which may be put forward in this business case lies entirely with trust boards, who will fully evaluate the benefits and any risks associated with any such proposals.

The consortium has undertaken to conduct its affairs in an open and transparent way, within the obvious limitations that a project of this nature must work within. The consortium will shortly be publishing in full documents concerning the review, namely an analysis of operational, service and financial challenges facing us in the South West, and a second paper concerning which areas of current pay, terms and conditions may be looked at to support sustainable organisations into the future. These are both discussion papers, and again, for the avoidance of doubt, contain no proposals or recommendations.

A new website - www.meetingthechallenge.info - has been established which aims to provide as much detail as possible on the work of the consortium, including an FAQ and our latest news releases.

I hope you find the above information useful. As ever if you have any questions, or would like to discuss the work of the South West pay, terms and conditions consortium further, please contact my office.

Yours sincerely

Thank you.