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Dear Colleague

REVIEW OF NHSSCOTLAND PIN POLICIES: REDEPLOYMENT

Summary

1. This letter advises NHSScotland employers of the launch in December 2014 of the following revised Partnership Information Network (PIN) policy

- *Redeployment*

Background

2. The Partnership Information Network (PIN) policies were first developed in 2001, and are designed to achieve a consistent approach in the way NHSScotland deals with its employees. The PIN policies:

- Provide up-to-date policies on issues relating to people management within NHSScotland;
- Are researched and prepared on a partnership basis involving NHSScotland employers, trade unions/professional organisations and the Scottish Government; and
- Form a solid foundation on which to build local people management strategies.

3. Partnership Information Network (PIN) policies define a minimum standard of best employment practice. While local adaptations may be agreed in partnership to suit Boards' own local needs, any such adaptations must still meet or exceed the minimum standards set out within the PIN policies. The review of this PIN has included a consultation as part of a robust national partnership process. We would therefore anticipate that local policies will largely follow the content of the PIN.

4. In the interests of openness and transparency a summary of
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www.scotland.gov.uk

CEL 22 (2014)

December 2014

Addresses

For action

Chief Executives of all NHS
Boards,

Directors of Human
Resources

For information

Chairs of all Boards

Employee Directors

Scottish Partnership Forum
members

SWAG members

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5. the main issues raised through the consultation and in the review process has been included in the attached Annex.
6. Compliance with the Staff Governance Standard includes implementation of PIN policies. Boards will be expected to provide evidence of adherence to the PIN policies as part of the annual Staff Governance National Annual Monitoring Return and annual review processes. Part 1: Principles and Partnership of the Agenda for Change Terms and Conditions Handbook incorporates PIN policies within the terms and conditions of employment of all NHSScotland staff.
7. Board Partnership Forums have a key role in ensuring that locally developed policies meet or exceed the minimum standards set out in the PIN policies; and in raising non-compliance in a positive and constructive manner.
8. The Scottish Government Directorate for Health Workforce & Performance has completed an Equality Impact Assessment (EQIA) for the above PIN policy. A summary EQIA is published alongside this revised PIN. Boards should note that where local adaptations of these PIN policies are made, any resulting policies will require to be Equality Impact Assessed at a local level as a result.

Action

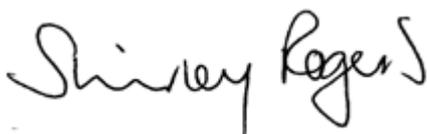
9. Given that the implementation of the PIN policies is an explicit requirement of the Staff Governance Standard, Chief Executives of all NHSScotland Boards and Special Health Boards must ensure that their implementation is given priority within their organisation.

Copies of the PIN Policy

10. The above PIN policy is available on the Scottish Government website:

<http://www.scotland.gov.uk/Publications/2014/12/3581>

and on the Staff Governance website (<http://www.staffgovernance.scot.nhs.uk>).



Shirley Rogers
Health Workforce

Redeployment – Response to Key themes in Consultation

The Redeployment PIN was reviewed as part of the original agreement to refresh existing PIN policies. The amendments that have been made have predominately been linked to changes in legislation, including the Equalities Act 2010.

- 23 consultation responses were received. A number of comments related to grammatical and typographical issues.
- There were also several comments relating to the clarity of the wording used within the PIN with several alternative suggestions offered to address this.
- Many of the comments related to the need for definitions to be more explicit and that greater emphasis was needed on the responsibilities of both managers and employees throughout all stages of the redeployment process.

Response:

This has been addressed in the final version of the Redeployment PIN Policy.

- We were asked to ensure that the application of this policy will be monitored for consistency of application.

Response:

An exercise has been carried out to establish the current position with regard to PIN compliance in all Boards. A full analysis of the information received is currently being carried out and the ongoing Staff Governance Monitoring arrangements will continue to monitor PIN Implementation & Compliance on an annual basis.

- There were recurring comments about the requirement of access to redeployment in all instances of non-renewal of a fixed term contracts and the potential implications of this, in particular workforce numbers and costs.

Response:

These comments were taken on Board, however, following discussion with Central Legal Office (CLO), it was confirmed that this revision was a legal necessity reflecting the provisions within the Fixed Term Contract PIN Policy which was also confirmed by CLO as legally compliant.