

## **New JNCHES Workload negotiations: terms of reference**

### **Background**

The New JNCHES offer for the 2023-24 negotiating round includes a commitment to negotiate with the purpose of seeking to reach agreement in respect of contract types, workload and equality pay gaps.

The trade unions welcome UCEA's commitment to use its leadership and convening power to identify concrete steps which employers are able to implement locally with involvement of recognised trade unions using local consultation and/or negotiation machinery.

### **Workload – purpose of negotiations**

The parties will jointly:

- Provide guidance and good practice examples in relation to workload management and reduction of work-related stress for all groups of staff, to enable HEIs to develop local action plans, in consultation and/or negotiation with recognised local trade union representatives, whichever is appropriate, to reduce the incidence of work-related stress/ill-health;
- Promote the HSE's Management Standards as a sector-wide minimum;
- Develop and promote principles at a UK-level which employers are able to apply using the appropriate local consultation and/or negotiating machinery on workload management;
- Include consideration of the workload consequences of organisational change and vacancy management policies in workload management principles, taking into account post-pandemic changes to patterns of work;
- Recommend to UCEA's members to carry out an Equality Impact Assessment when undertaking workload management so that mitigating action can be taken with regard to any adverse impact/s identified.

### **Negotiating group membership**

- 10 representatives from unions, one FTO and one lay rep from each union.
- up to 10 Employer representatives (including UCEA officers and representatives from HEIs).

For this work, support will be provided from ACAS with ACAS conciliators joining meetings as appropriate/needed to ensure that progress is being made.

Additional specialists may be invited with the agreement of both sides to provide input and research findings where relevant.

### **Negotiations: chair and secretariat**

The negotiations will be chaired on an alternating basis.

The joint secretaries will act as co-ordinator between meetings.

UCEA will provide secretariat support to the negotiations.

### **Meetings**

Will be held regularly and as required to progress work effectively within the agreed timescale.

The meetings can take place in person or virtually, so that the joint work can be completed within the agreed timescales and provide reasonable opportunity for both sides to participate.

Responsibility for hosting meetings will be shared between the employers the trade unions and ACAS as appropriate.

**Timescales**

The first negotiating meeting will be held as soon as possible with the aim to complete negotiations by end of February 2024.