



# DISPOSAL OF CONFERENCE MOTIONS 2023

Motion number	Motion	POA/TUS	Assigned to/outcome
1	<p>That it should be incumbent upon HR departments at Establishments to detail payments for enhanced holiday pay. The reason for this is we believed that a good number of staff are missing out on this as they have not been made fully aware and are missing out on these extra funds during this time of austerity and cost-of-living crisis.</p> <p><b><i>This has been discussed those who believe they should receive this payment can contact HR to ensure they receive the payment</i></b></p>	TUS	Ongoing
2	<p>Conference ask that the SNC engage in talks/action to remove the personal pay-point upon completion of their probation for operations staff. Instead, staff should be moved directly to the next pay-point in the pay scale. This is how promotion to D, E, and upwards is actioned why should operations officers be treated differently after completing their probation.</p> <p><b><i>This will form part of the next pay talks</i></b></p>	POA	Ongoing
3	<p>SPS pay policy states; 7.5 Applying a Pay Outcome to Promoted Employees. Progression to the next pay point in the promoted pay band will happen automatically provided the employee has, during the preceding pay year, worked substantively in their promoted pay band for a period of at least six months (i.e., is substantively promoted on or before 1<sup>st</sup> October) We contend that this timeframe is unfair, especially during a cost-of-living crisis. Also, that periods of acting up should be taken into consideration and not purely substantive service. We mandate the SNC to negotiate a shorter period, remove the substantive part or remove the rule entirely.</p> <p><b><i>This will form part of the next pay talks</i></b></p>	TUS	Ongoing
15	<p>Conference mandate the SNC to engage with the SPS and seek a substantial increase to the subsistence and allowances paid to staff while covering escorts given the enormous inflationary increases in cost for food and drinks while conducting these escorts.</p> <p><b><i>Form part of pay discussions</i></b></p>	POA	Ongoing
16	<p>That the SNC negotiate with the SPS an increase in the ex-gratia rates to 1.5 times Monday-Friday and double time at the weekend.</p> <p><b><i>Achieved at a rate of 1.6 and double time at pay award</i></b></p>	POA	HR  Achieved
18	<p>Conference instructs the SNC to negotiate the reduction of the working hours to 35 hours/week in line with SG directions.</p> <p><b><i>Achieved at pay award</i></b></p>	TUS	HR  Achieved
20	<p>Conference instruct the SNC to negotiate extra pay for work on festive holidays.</p> <p><b><i>This will form part of the next pay talks</i></b></p>	TUS	Ongoing

22	That conference applaud the Occupational Health staff, who have kept to their principles on staff health advice. Who in their reports have stated they are there for “fitness for work advice” and the scheme medical advisors is there for Ill Health Retirement advice.	POA	Achieved
23	This conference condemns the employers Occupational Health provider due to its contradictions and inconsistencies when compiling reports on staff members.	POA	Achieved
24	Conference ask that the SNC engage in talks/action to ensure that members are not unduly punished for attempting to follow Optima’s recommendations regarding reasonable adjustments. Reasonable adjustments are not just for 6 weeks, they can be needed for longer, yet HR departments seem to think they can insist that they are for a maximum of 6weeks. <b><i>This is a feature of re-deployment policy</i></b>	TUS	Ongoing
25	In relation to capability dismissal the MAAP contained the following statement: “The objective is to ensure any dismissal, for reasons of ill health, is managed in the manner which maintains the dignity of the employee and that any potential for financial hardship is reduced as far as practicable” Conference mandate the SNC to gain assurance from the SPS that they agree with this statement and resolve to act in the spirit with which it was intended. Conference also instruct the SNC in partnership with the SPS to review the AMP and have this statement added to it. <b><i>This is features in the terms of Reference agreed by the TUS</i></b>	TUS	Ongoing
26	This conference mandates the SNC to arrange a meeting between Optima, the SPS and the POA(S) to discuss the medical advice being received in relation to ill health retirements, inefficiency dismissals and injury benefit applications. The aim of the motion is for our members to receive personal centred medical advice and not generic. <b><i>Raised through the occupational health group</i></b>	POA	Ongoing
27	That conference condemns the employer regarding the application and handling of efficiency dismissals. <b><i>Conference condemned</i></b>	POA	Achieved
31	Mandate the SNC that all flexible working and part-time staff annual leave entitlement is returned to days and not hours. <b><i>This will be discussed at the annual leave policy review</i></b>	TUS	Ongoing
32	This conference mandates the SNC to negotiate with the SPS, that the full entitlement for annual leave is awarded earlier than 5 years. This is in line with SG bodies. <b><i>This will be discussed at the annual leave policy review</i></b>	TUS	Ongoing

33	That the SNC negotiate with the SPS parity in Annual Leave entitlement in years 1 to 5 for new staff in Bands C, D and E with new staff in Bands F, G, H and I <b><i>This will be discussed at the annual leave policy review</i></b>	TUS	Ongoing
35	That the SNC rectify the SPS position that during periods of suspension annual leave is automatically deducted as per the individual's roster. <b><i>Reword complete</i></b>	POA	Achieved
36	Conference mandates the SNC to negotiate an appropriate independent process is put in place for POA members to access, when the internal grievance process does not address the concerns raised, given that those in our care have multiple independent complaint options. <b><i>Not yet progressed</i></b>	TUS	Ongoing
38	That the Association challenges the SPS on the fact it does not have a specific policy dealing with disability. <b><i>Meetings between the TUS and SPS have been set up with discussions on a standalone policy</i></b>	TUS	Achieved
39	Conference ask that the SNC to engage in talks/actions the introduction of the subsection 13.2 of the AMP, namely: Disability Leave (Policy) <b><i>This is actively being discussed in Partnership</i></b>	TUS	Ongoing
42	This conference mandates the SNC to seek dialogue with the SPS to rectify the oversight regarding disciplinary dismissals. Section 19 of the conduct policy states that appeals against dismissals are to be the Internal Dismissal Appeal Board. By some poorly worded parts of the policy, members are not being paid whilst they seek an INTERNAL appeal against Gross Misconduct dismissals. Clarification and rectification should be sought. <b><i>Partnership meetings have been set up to pursue this issue</i></b>	TUS	Ongoing
43	That this union seek to change the Code of Conduct policy, namely the option "decided to dismiss the employee" – written in the Code of Conduct policy at 11.4, Stage 4: Dismissal – to also include the option not to dismiss the employee".	TUS	
48	During the C-D promotion process. If the group exercise is passed then this should be valid for the period of 12 month. <b><i>Has been raised via workforce planning group</i></b>	POA	Ongoing
49	This conference mandate the SNC to engage with the SPS on options to roll out the soft cuffs to all establishments given the positive feedback from establishments who were involved in the C&R pilot scheme. <b><i>SPS have confirmed they are keen to roll out the full C&amp;R package to other SPS sites following the feedback received, they however are not in favour of rolling out the soft cuffs aspect</i></b>	POA	Ongoing

	<b><i>without the complete package. With the C&amp;R steering group now led by OD it might be an idea to revisit?</i></b>		
50	<p>This conference mandate the SNC to seek to have extra variable cover built into all establishments compliments to reflect the increase in maternity leave cover and the additional leave entitlement for staff with 5 years' service.</p> <p><b><i>As with last years' motions OD are committed to adjusting all the variable needs however without freeing up resource they are unable as extra funding is not available.</i></b></p>	POA	Ongoing
52	<p>Mandate the SNC to engage with the employer that staff have support leaving and collecting pension in proposed timescales.</p> <p><b><i>There are ongoing discussion in Partnership for an improved outcome</i></b></p>	TUS	Ongoing
53	<p>Conference instructs the SNC to negotiate that ex-gratia are paid week in arrears instead of month in arrears</p> <p><b><i>SPS have confirmed at this stage this is not achievable as the company that runs the payroll don't do that many "pay runs" however the new digital platform allows staff to keep an eye on the status of their claims to ensure they have been cleared as having worked the shift resulting in correct pay for shifts worked.</i></b></p>	POA	Ongoing
54	<p>This union seek to ensure that staff promoted within six months of reaching their increment date receive that increment</p> <p><b><i>This will be included in future pay discussions</i></b></p>	TUS	Ongoing
55	<p>This conference reaffirms our policy position on an open VLT policy. We further mandate the SNC to engage with the SPS to discuss options to achieve further progress in pursuit of our policy, including opportunities to have the scheme opened up on a more frequent basis, if open ended application cannot be achieved.</p> <p><b><i>Currently more frequently continue for it open ended</i></b></p>	POA	Partially Achieved
57	<p>The union request that the SPS formally recognise the increased use and introduction of illicit drugs being introduced to the prisons and the additional stresses that is placing on staff.</p> <p><b><i>SPS have recognised this via news outlets and justice select committees and have committed, along with SG to find ways of closing down routes of how drugs are being introduced and have been clear of the impact this is having on the health of staff</i></b></p>	POA	Achieved
58	<p>The union request SPS increase the training and support that staff require to adequately address the additional challenges on detecting and preventing the introduction of illicit articles</p> <p><b><i>Request made to OD.</i></b></p>	POA	Ongoing
61	<p>Conference welcomes the imminent transfer of HMP Kilmarnock into the public sector in March 2024 and welcome our new colleagues to the SPS.</p>	POA	Achieved

	Conference endorse the SNC putting in place a plan to reinvigorate the branch at HMP Kilmarnock, and assist the new committee with branch structures, recruitment and early negotiations with SPS during transition period.		
64	Conference ask that the SNC approach the employer to support the unions concerns on the failings of GEOAmev. If both parties agree, they register the concerns with SG highlighting the impact GEOAmev failures has on the safe running of prisons.	POA	Achieved
67	That this branch mandate the SNC to engage with the SPS in order that body scanners are issued to every establishment.	POA	Achieved
68	We believe that funding should be made available by the employer to staff to apply for external personal development courses. <b><i>The SPS has a new learning &amp; development committee where this will be considered</i></b>	TUS	Complete
69	This conference mandates the SNC to approach the SPS with the view to setting up MyCSP training events. MyCSP provide employer training in relation to exit schemes (Ill health retirement applications and medical efficiency). This should be available to all POA(S) branch reps. <b><i>Matter still to be progressed</i></b>	TUS	Ongoing
71	Given the continued frustrations and lack of progress to date, this conference mandate the SNC to engage with UNITY Consulting to seek their knowledge and expertise in the formation of a strategy to find a breakthrough in the delivery of a pay structure in the SPS that properly captures the operational nature of our members roles in the service.  <b><i>This is on the agenda for the next round of campaigning, priority was given to the 68 too late campaign, but this will form the next piece of work between ourselves and UNITY.</i></b>	POA	Ongoing
72	Conference instructs the SNC to approach the employer to review the sick variables in establishments in order to agree a more realistic variable amount to assist the running of safe, secure and stable regimes within our prisons.  <b><i>As with last years' motions OD are committed to adjusting all the variable needs however without freeing up resource they are unable as extra funding is not available.</i></b>	POA	Ongoing
74	That this conference mandate the SNC to ensure the SPS allow an individual (if they wish) to attend in person at their assault appeal hearing. This would erase dubiety of the current interpretation of the rules.  <b><i>Spoke to employer and they have refused and staying with policy</i></b>	TUS	Complete
75	This union seeks to ensure end of course reports to be included on probation reports for ALL recruits. SPSC currently compile and	POA	Complete

	<p>end of course report separate document that does not routinely get shared with home establishments.</p> <p>The SPSC have made a number of improvements to the way they compile and share end of course reports. This was based on feedback both internally from college staff and from establishments.</p> <ul style="list-style-type: none"> <li>• An end of course report for each recruit now goes on to a restricted space on Sharepoint that each establishment L&amp;D and local HR teams have access to. We report major issues by exception but also comment on the three main areas of 'Performance and Discipline', 'Welfare' and 'Learner Support'. Even if there is nothing to flag, these sections are completed with 'nothing to report'. Also in this report are each recruit's assessment pass marks and a summary of performance at the end of the report (usually about 2-4 paragraphs) providing an overview of their time at the college.</li> <li>• Probationary reports – we start these reports on each recruit but we don't put an end of course entry as this falls before the 3-month probationary review stage.</li> </ul>		
78	<p>Conference instructs the SNC to send the verbatim report from Scottish conference to all branches within a reasonable timescale after the end of conference. It should be made available before the call for motions, for the next years' conference.</p> <p><b><i>Achieved system in place however experienced difficulties</i></b></p>	POA	Achieved
81	<p>That the membership mandates the SNC to raise awareness with the employer that direct entry C bands have to do SVQ's and direct entry D bands do not have to do any form of qualification once employed by the SPS.</p> <p>Direct entry C bands have to obtain a qualification upon starting the job. As things currently stand direct entry D bands do not. If it is deemed appropriate that a direct C band has to obtain a qualification, then surely it stands to reason a direct D band must obtain the same qualification minimum. The motions was to raise awareness with the employer so that may make a decision to do either one of the following.</p> <ol style="list-style-type: none"> <li>1) Do away with SVQ's for direct entry C bands.</li> <li>2) Require direct entry D bands to obtain the same qualification as direct entry C bands.</li> <li>3) Require direct entry D bands to obtain a higher qualification to which there should be a timescale for implementation.</li> </ol> <p><b><i>Issue raised as part of wider discussions around recruitment and SVQs being looked at as part of the contract renewal for a potential faze out.</i></b></p>	POA	Achieved

83	<p>That conference supports the following statement to be used by all branches in Scotland in order to repudiate the inappropriate terminology being encourage by some in the SPS. The statement reads;</p> <p>“The use of inappropriate terminology has somehow crept into our service. Staff in Scottish prisons should refrain from using phrases like “residents”, “men”, “those in our care”, “service users” and “rooms”. These create the wrong impression, detract from the disciplined service we are and also insulting the victims of crime. POA(S) members are encouraged to use the correct and appropriate terminology (prisoner, cells) when describing someone incarcerated by the state in prison against their will”.</p>	POA	Achieved
84	<p>This conference acknowledges the significant increase in threats and intimidation of members by organised crime gangs within our prisons. Conference mandate the SNC to engage with UNITY Consulting to help assist the POA on achieving a mandatory or minimum sentence for prisoners, or those associated with assaults, threats to staff and their families, or damage to personal property such as the spate of fire raising of staff cars as a means of intimidating or threatening our members for carrying out their roles on behalf of society.</p> <p><b><i>This is on the agenda for the next round of campaigning, priority was given to the 68 too late campaign but this will form the next piece of work between ourselves and UNITY.</i></b></p>	POA	Ongoing
85	<p>Following the issuing of circular 11/23 conference mandate the SNC to engage with the SPS on the continued failings of GEOAme y escorts contract, and the increasing and continuing burden on SPS staff to conduct these escorts. We believe that suitably equipped vehicles should be supplied and proper RA conducted to ensure our members are properly protected while picking up the failings of GEOAme y in delivery of this service.</p> <p><b><i>Issue raised and ongoing</i></b></p>	POA	Ongoing
86	<p>That SNC enter discussions with management regarding the escorting of prisoners by SPS staff if directed to do so. To ensure appropriate vehicles are available with comms on board and screening to ensure staff safety. Reverting to processes in place prior to the takeover of escorts from SPS in 2003.</p> <p><b><i>Issue raised and ongoing</i></b></p>	POA	Ongoing
87	<p>That the SNC approach the employer and seek a ban on prisoners vaping within prisons, due to the risk it poses to staff and prisoners.</p>	TUS	
88	<p>This conference mandate the SNC to engage with the employer to bring C&amp;R PPE up to date and rectify an aging supply of protection equipment, some of which is unfit for purpose.</p> <p><b><i>Matter issued nationally and response was local quartermasters know how to report any issues with equipment.</i></b></p>	POA	Achieved



91	<p>That uniform ordering service be updated to allow catering staff to acquire polo shirts as part of their uniform in line with other staff working in offender outcomes.</p> <p><b><i>Raised at national group and achieved at local levels.</i></b></p>	POA	Achieved
93	<p>That the standard and provision of uniform be addressed to enhance quality and accessibility for staff</p> <p><b>Issue raised</b></p>	POA	Complete