



## National Bargaining – Contractual Effect of National Collective Agreements

### Action Required

The National Recognition and Procedure Agreement (NRPA) has been signed and agreed between the colleges and the staff trade unions, and is now in place.

All colleges and Trade Unions are advised that each local negotiating committee (or equivalent) should table and agree the item below at their next meeting:

- *Collective Bargaining – Transfer of terms from local to national bargaining.*

That with immediate effect the National Joint Negotiating Committee (NJNC) is the body with authority to negotiate and agree on the terms and conditions contained within the National Recognition and Procedure Agreement (NRPA), specifically:

- Pay
- Working hours
- Class contact hours
- Sick pay
- Annual Leave
- Maternity Policy
- Paternity Policy
- Family Friendly Policies
- Transfer to permanent status
- Grievance and disciplinary Policies
- Additional terms and conditions can be included as agreed by the NJNC

All collective agreements reached, through the NJNC will automatically be incorporated into the contracts of employment between the college and its staff. All contracts of employment will be varied to reflect that position.

With immediate effect the local JNC will have no authority to begin any new negotiation on the terms outlined above.

Until such times as matters listed are negotiated and national collective agreements reached, locally agreed policies remain extant.

Each college should then write to each individual member of staff confirming the variation to their contract (see exemplar form of words below). This will mean that national collective agreements reached in relation to these specified terms from the stated date are automatically incorporated within the contract of employment for each individual member of college staff.

An exemplar form of words has been provided below which it is proposed colleges use in their written statements of particulars of employment i.e. contract of employment going forward (and in the letters to all individual members of staff advising them of the variation to their contract).

***Variation to contract***

*The terms and conditions of service of your employment include collective agreements reached from time to time. This includes agreements reached by the National Joint Negotiating Committee and by the (insert name of College negotiation committee). Agreements reached which amend your terms and conditions of service will be communicated to you at the appropriate time.*

Joint Secretaries of the NJNC

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