



## **Consultation arrangements for the flexible workforce**

### **Introduction**

The Company manages a wide range of flexible work opportunities for nursing and social care. The Company's main purpose is to enable nurses and carers to work flexibly, fully supporting work/life balance needs and professional development.

Flexible workers have the status of employees only while working on any single assignment. The Company therefore acknowledges in accordance with the European Agency Workers Directive that workers' rights to freedom of association and their rights to information, consultation and participation should be respected at all levels and facilitated.

This memorandum of understanding is proposed for information and consultation with the Royal College of Nursing.

### **Memorandum of understanding (MOU)**

#### **Scope**

The MOU covers all members of the flexible workforce and applies to meetings with representatives of the Royal College of Nursing

#### **Frequency of meetings**

Meetings will be held quarterly and arranged by the Director of Human Resources.

#### **Membership**

Membership will include officers and representatives of the Royal College of Nursing, the Director of Human Resources and a senior management representative. Further participation may be agreed to by the parties.

**Subject of meetings**

- Provision of information about the company and recent and probable developments affecting the flexible workforce
- Matters on which the company wishes to engage the flexible workforce, including routine communications surveys and promotional matters
- Decisions likely to lead to changes in the work organisation of the flexible workforce including potential business transfers
- Policies and procedures affecting or for the benefit of flexible workers
- Health and safety and risk management to flexible workers
- Any changes to rates of pay, terms and conditions concerning flexible workers.
- Paid time and facility arrangements for trade union representatives of recognised unions who are also flexible workers.
- Professional nursing matters and continuing professional development.
- Other matters agreed to be the subject of information and consultation.

**Signed by the parties**

**The Company**.....**Date**.....

**Royal College of Nursing**.....**Date**.....