

SCOTTISH JOINT COUNCIL FOR LOCAL GOVERNMENT EMPLOYEES

19 July 2017

Dear Chief Executive

SJC/51 Salaries Agreement 2017-18

1. Agreement has been reached on pay awards for employees whose terms and conditions of service come within the framework of the Scottish Joint Council for Local Government Employees. The details of the agreement are as follows:
 - The agreement covers the period from 1 April 2017 to 31 March 2018;
 - A flat rate increase of £350 per annum will be paid to all SJC employees remunerated up to £35,000 per annum (based on a 37 hour working week).
 - The Scottish Local Government Living Wage (SLGLW) of £8.33 per hour will be increased to £8.51 per hour from 1 April 2017. This is equivalent to a flat-rate increase of £350 on an annualised salary (based on a 37 hour working week).
 - The SLGLW rate will be used as the minimum pay level for pay and all allowances up to the notional normal working week, with those hours worked in excess being exempt from pensionable pay.
 - The SLGLW will be payable to employees on SCPS 2-18 inclusive.
 - Each employer will decide whether to consolidate the difference between the SCP rate and the SLGLW rate into basic pay or whether to pay it as an allowance.
 - All employees currently paid above £35,000 i.e. those paid on SCPs 71 and above, will receive a 1% uplift in pay from 1 April 2017.
 - The pay increase is detailed further in the attached appendices, which include revised SJC spinal column hourly rates and revised allowance tables.

Appendix I	SJC Spinal Column Hourly Rates
Appendix II	Allowances
Appendix III	Shift Payments
Appendix IV	Model Agreement for Standby Duty Payments not Social Workers
Appendix V	Disturbance and Callout Payments for Employees not on Standby
Appendix VI	Part-Time Registrars and Assistant Registrars
2. We should be obliged if you would implement the agreement set out in this circular from 1 April 2017 in line with your established pay practice.

Yours sincerely

TOM YOUNG (COSLA)
DOUGLAS BLACK (UNISON)
TONY DOWLING (GMB)
WILLIAM MCGONIGLE (UNITE)
Joint Secretaries

To: Chief Executives, Heads of HR, Directors of Finance

Appendix 1 SJC/51

SJC Spinal Column Points

Spinal column point	Hourly Rate w.e.f. 1.4.16 £	Hourly Rate w.e.f. 1.4.17 £	Scottish Local Govt. Living Wage w.e.f. 1.4.17 £
2	6.55	6.73	8.51
3	6.65	6.83	8.51
4	6.76	6.94	8.51
5	6.87	7.05	8.51
6	6.96	7.14	8.51
7	7.06	7.24	8.51
8	7.16	7.34	8.51
9	7.28	7.46	8.51
10	7.39	7.57	8.51
11	7.48	7.66	8.51
12	7.62	7.80	8.51
13	7.72	7.90	8.51
14	7.83	8.01	8.51
15	7.96	8.14	8.51
16	8.09	8.27	8.51
17	8.20	8.38	8.51
18	8.30	8.48	8.51
19	8.44	8.62	
20	8.56	8.74	
21	8.69	8.87	
22	8.83	9.01	
23	8.97	9.15	
24	9.10	9.28	
25	9.24	9.42	
26	9.37	9.55	
27	9.51	9.69	
28	9.65	9.83	
29	9.79	9.97	
30	9.96	10.14	
31	10.10	10.28	
32	10.22	10.40	
33	10.40	10.58	
34	10.55	10.73	
35	10.73	10.91	
36	10.88	11.06	
37	11.05	11.23	
38	11.22	11.40	
39	11.37	11.55	
40	11.54	11.72	
41	11.72	11.90	
42	11.87	12.05	
43	12.10	12.28	

44	12.25	12.43
45	12.45	12.63
46	12.61	12.79
47	12.81	12.99
48	13.01	13.19
49	13.20	13.38
50	13.40	13.58
51	13.59	13.77
52	13.80	13.98
53	14.00	14.18
54	14.22	14.40
55	14.42	14.60
56	14.65	14.83
57	14.86	15.04
58	15.09	15.27
59	15.33	15.51
60	15.55	15.73
61	15.80	15.98
62	15.99	16.17
63	16.28	16.46
64	16.50	16.68
65	16.76	16.94
66	16.99	17.17
67	17.27	17.45
68	17.52	17.70
69	17.78	17.96
70	18.04	18.22
71	18.31	18.49
72	18.58	18.77
73	18.87	19.06
74	19.16	19.35
75	19.45	19.64
76	19.72	19.92
77	20.01	20.21
78	20.34	20.54
79	20.63	20.84
80	20.95	21.16
81	21.26	21.47
82	21.56	21.78
83	21.91	22.13
84	22.24	22.46
85	22.56	22.79
86	22.89	23.12
87	23.23	23.46
88	23.61	23.85
89	23.96	24.20
90	24.30	24.54
91	24.67	24.92
92	25.04	25.29

93	25.42	25.67
94	25.82	26.08
95	26.17	26.43
96	26.57	26.84
97	26.98	27.25
98	27.36	27.63
99	27.80	28.08
100	28.18	28.46
101	28.62	28.91
102	29.04	29.33
103	29.47	29.76
104	29.93	30.23
105	30.37	30.67
106	30.84	31.15
107	31.32	31.63
108	31.79	32.11
109	32.25	32.57
110	32.72	33.05
111	33.24	33.57
112	33.71	34.05
113	34.22	34.56
114	34.74	35.09
115	35.28	35.63
116	35.79	36.15
117	36.33	36.69
118	36.89	37.26
119	37.43	37.80
120	37.99	38.37
121	38.56	38.95
122	39.14	39.53
123	39.71	40.11

Allowances

		Existing rate from 1 April 2016	Revised Rates from 1 April 2017
1	<u>Social Workers</u> Standby Duty Allowance per session	£28.21	£28.49
2	<u>Nursery Staff</u> Special School Allowance per Annum 100% 80 – 100% 50 – 80%	£1,315.00 £1,056.00 £657.00	£1,328.00 £1,067.00 £664.00
3	<u>Hospital Social Workers</u> Sessional Payment	£35.50	£35.86
4	<u>Nursery Staffs Scheme</u> Sleeping-in Duty Allowance per session	£28.21	£28.49
5	<u>Residential Staffs Scheme</u> Sleeping-in Duty Allowance per session	£35.06	£35.41

Shift Payments

	Existing Rate from 1 April 2016	Revised Rate from 1 April 2017
Alternating Shifts	£25.54	£25.80
Rotating Shifts	£40.86	£41.27

STANDBY FOR EMPLOYEES OTHER THAN SOCIAL WORKERS1. Entitlement to standby, disturbance and call-out payment

- (a) The nature of the work for some employees makes it necessary for them to carry out standby duties. Such employees will therefore be contractually required to undertake standby duty if so requested by the authority and to carry out emergency work as and when the need arises.
- (b) Standby duties to a specific rostered arrangement whereby employees are under an obligation outside their normal working hours (including Saturdays, Sundays and Public Holidays) to remain on call and to be available to be consulted and if necessary to be called out for emergency duty.
- (c) Employees whose posts are not paid up to and below a professionally graded post and who are required to undertake standby duty, where this requirement is not already reflected in the grade of the post, will be entitled to payment in accordance with paragraphs 2 and 3 below.

2. Payment for Standby Duty

- (a) An employee performing standby duty will be paid:

	Existing Rate 01-Apr-16 £	Revised Rate 01-04-17 £
For each complete week of standby duty actually performed, plus	84.47	85.31
For each public or extra statutory holiday in that week	15.85	16.01
For broken periods of standby duty :		
Monday to Friday	8.41	8.49
Saturday	17.97	18.15
Sunday, public and extra statutory holiday	24.41	24.65

- (b) Each 24 hour period of standby duty is to commence at the beginning of the working day (or at the same hour on non-working days).

3. Disturbance and call out payments

Employees undertaking standby duty, who are contacted or called out in accordance with the agreed arrangements, will be paid on the following basis:

- (i) for each occasion on which the employee is contacted and which results in the exercise of skills for which the standby duty is required, either at the employee's home or elsewhere, a payment of £13.62 with effect from 1 April 2017; an employee will, however, only be entitled to one such payment within each period of two hours, commencing with the start of the standby session;
- (ii) where an employee becomes entitled to a payment in sub-paragraph (i) and, where that or subsequent disturbance or call out is in excess of one hour, the employee will be entitled to further payment for the whole of the period of disturbance or call-out at the appropriate overtime rates.

Disturbance and Call Out Payments	
Existing (w.e.f. 1 April 2016)	Revised w.e.f. 1 April 2017
£	£

£13.49	13.62
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Payments for Employees not on Standby

Employees not undertaking standby duty but who are contacted or called out will be paid on the following basis:-

- (i) for each occasion on which the employee is contacted and which results in the exercise of skills for which the standby duty is required, either at the employee's home or elsewhere, a payment of £18.74 with effect from 1 April 2017; an employee will, however, only be entitled to one such payment within each period of two hours, commencing with the start of a notional standby session; and
- (ii) where an employee becomes entitled to a payment in sub-paragraph (i) and, where that or subsequent disturbance or call out is in excess of one hour, the employee will be entitled to further payment for the whole of the period of disturbance or call out at the appropriate overtime rates.

Payments for employees not on standby	
Existing w.e.f. 1 April 2016	Revised w.e.f. 1 April 2017
£	£
£18.55	18.74

PART-TIME REGISTRARS AND ASSISTANT REGISTRARS

Part-Time Registrars		
	Existing w.e.f. 1 April 2016	Revised w.e.f. 1 April 2017
	£	£
Annual allowance	447.08	451.55
Payment per entry as follows	33.1	33.43
- for every second entry up to 100 and the same for every third entry thereafter		

Part-Time Assistant Registrars		
	Existing w.e.f. 1 April 2016	Revised w.e.f. 1 April 2017
	£	£
Annual Allowance	130.65	131.96

In those cases where office accommodation is not provided by the authority, the annual allowance towards rent, heating/lighting, etc., is increased as follows:

	Existing w.e.f. 1 April 2016	Revised w.e.f. 1 April 2017
	£	£
Annual Allowance	461.45	466.06