



## NJNC Circular 01/17

### Implementation of May 2017 National Joint Negotiating Committee (NJNC) Agreement: The Immediate Sections

This Circular deals with the following sections only, of the May 2017 NJNC Agreement:

*“The EIS agrees to immediately suspend the current industrial action relating to the March 2016 NJNC Agreement.*

*The Management side agrees to immediately implement the pay elements of section 5 of the March 2016 NJNC Agreement”.*

Further NJNC Circulars will be issued outlining how other sections of the May 2017 NJNC Agreement must be implemented in due course. These will include details of the application of any cost of living awards, the job matching and pay harmonisation process for promoted lecturers, and the salary placement rules for new employees.

This Circular is issued under the provisions of the NJNC and is binding on the signatories of the National Recognitions and Procedures Agreement (NRPA).

1. The EIS suspended its industrial action relating to the March 2016 NJNC Agreement on 19 May 2017.

The pay elements of section 5 of the March 2016 NJNC Agreement dealt with in this Circular are the migration and harmonisation process for unpromoted lecturers in post or with continuity of employment on 31 July 2017 – the unpromoted lecturers. The migration and harmonisation process for unpromoted lecturers must be carried out by every NRPA signatory college as set out in the NJNC minute of 15 December 2016.

2. The unpromoted lecturers will not have any college pay scale incremental progression in 2017/18 and 2018/19 as these progressions have been built into the national migration and harmonisation processes.

The national migration and harmonisation process will apply to existing unpromoted lecturers irrespective of whether they currently hold TQFE or not, ie: there is no bar to progression in this process.

3. Colleges will make monthly payments of 1/12 of the 25% harmonisation payment for April 2017 to March 2018 which will begin in July 2017. A back payment of 3/12 of the 25% harmonisation payment for April 2017 to June 2017 will also be made in July 2017.

All payments are consolidated.

4. The NJNC pay migration and harmonisation process for unpromoted lecturers must be implemented using the following principles:

There are two key stages; migration from the current salary to the new National Pay Scale to generate a notional salary for April 2019 and then harmonisation which begins in April 2017 in which 25% of the difference is added to the annual salary, with a further 25% a year later and the final 50% added to the annual salary to complete the harmonisation in April 2019. In April 2019, the actual salary paid will be the notional salary identified in the migration process.

5. The pay migration process determines each individual unpromoted lecturer's salary in April 2019, which is known as the *notional pay point*. The migration process has two rules which must be applied to determine each unpromoted lecturer's notional pay point on the National Pay Scale for unpromoted lecturers.
  - i. Current salary point is identified and then the closest salary point upwards is found on the new National Pay Scale for unpromoted lecturers, this is then moved up two increment points on the new National Pay Scale to give a notional pay point.
  - ii. Separate to i. above, any unpromoted lecturer who is currently top of his/her college unpromoted salary scale or will be at the top by April 2019 will have a notional salary point of the top point of the National Pay Scale. This is known as the 'Top to Top' Rule and it supersedes any notional salary point theoretically calculated through i. above.
6. The pay harmonisation process involves the payment of the difference between each unpromoted lecturers' current salary and their notional salary over the period April 2017 and March 2020.
  - i. Payments between April 2017 and March 2018 must cover 25% of each individual's pay harmonisation process, that is 25% of the difference between the current salary (at 31<sup>st</sup> March 2017) and the notional pay point determined in the migration process set out above.
  - ii. Payments between April 2018 and March 2019 must cover a further 25% of each individual's pay process, that is 25% of the difference between the current salary (at 31<sup>st</sup> March 2017) and the notional pay point determined in the migration process set out above.
  - iii. Payments between April 2019 and March 2020 must cover the remaining 50% of each individual's pay harmonisation process, that is 50% of the difference between the current salary (in May 2017) and the notional pay point determined in the migration process set out above.
7. The National Pay Scale for unpromoted lecturers is set out below and shall be used to calculate the notional pay point for each unpromoted lecturer:

<b>Point 1</b>	£32,000
<b>Point 2</b>	£34,007
<b>Point 3</b>	£36,014
<b>Point 4</b>	£38,020
<b>Point 5</b>	£40,026

8. Part time staff will receive a pro-rata harmonisation payment relative to a 35 hour working week. The ratio will be amended to reflect any variation in the number of teaching hours during the harmonisation process.
9. An unpromoted lecturer on a fixed term or temporary contract with continuity of employment will receive no less favourable treatment than part time or full time unpromoted lecturers and will be subject to the pay migration and harmonisation process above.
10. If any clarification is sought, this should be directed to the Joint Secretaries, [john.gribben@collegesscotland.ac.uk](mailto:john.gribben@collegesscotland.ac.uk) and [dbelsey@eis.org.uk](mailto:dbelsey@eis.org.uk). A joint response will be provided to all points of clarification.

NJNC Joint Secretaries

David Belsey

John Gribben

## Worked Example:

### Pay Migration and Harmonisation at College A

College A has a six point pay scale in April 2016 with annual incremental progression for five years, occurring in August of each year.

**Table 1: College A Current Unpromoted Lecturers Pay Scale**

<b>Point 1</b>	£ 32,302
<b>Point 2</b>	£ 33,686
<b>Point 3</b>	£ 34,810
<b>Point 4</b>	£ 35,909
<b>Point 5</b>	£ 37,244
<b>Point 6</b>	£ 38,884

**Table 2: National Pay Scale**

<b>Point 1</b>	£32,000
<b>Point 2</b>	£34,007
<b>Point 3</b>	£36,014
<b>Point 4</b>	£38,020
<b>Point 5</b>	£40,026

#### 1. Pay Migration at College A

The pay migration process determines each individual unpromoted lecturer's salary in April 2019, which is known as the notional pay point.

- a. All College A unpromoted lecturers on pay point 1 of £32,302 will move to the closest national salary scale point upwards (£34,007) and then move 2 points up the national salary scale giving a notional salary of £38,020.
- b. All College A unpromoted lecturers on pay point 2 of £33,686 will move to the closest national salary scale point upwards (£34,007) and then move 2 points up the national salary scale giving a notional salary of £38,020.
- c. All College A unpromoted lecturers on pay point 3 of £34,810 will move to the closest national salary scale point upwards (£36,014) and then move 2 points up the national salary scale giving a notional salary of £40,026.
- d. All College A unpromoted lecturers on pay point 4, 5 and 6 of £35,909 and above will move to the closest national salary scale point upwards and then move 2 points up the national salary scale giving a notional salary of £40,026.
- e. It is also worth noting that College A unpromoted lecturers currently on points 4 or above will be at the top of their College A pay scale by April 2019, and will therefore have been automatically placed to the top of the national pay scale with a notional salary of £40,026 due to the Top to Top rule.

## 2. Details of Harmonisation at College A

- a. All College A unpromoted lecturers currently on pay point 1 of £32,302 will have a notional salary of £38,020.

The harmonisation gap is £5,718.

Harmonisation for the unpromoted lecturer is carried out by payment of £1429.5 (i.e. 25% of the harmonisation gap) in equal monthly instalments between April 2017 and March 2018. Thereafter, a further payment of £1429.5 (i.e. further 25% of the harmonisation gap) in equal monthly instalments between April 2018 and March 2019. Harmonisation is completed when of £2,859 (i.e. 50% of the harmonisation gap) is paid in equal monthly instalments between April 2019 and March 2020.

- b. All College A unpromoted lecturers currently on pay point 2 of £33,686 will move to the closest national salary scale point upwards (£34,007) and then move 2 points up the national salary scale giving a notional salary of £38,020.

The harmonisation gap is £4,334

Harmonisation for the unpromoted lecturer is carried out by payment of £1083.5 (i.e. 25% of the harmonisation gap) in equal monthly instalments between April 2017 and March 2018. Thereafter, a further payment of £1083.5 (i.e. further 25% of the harmonisation gap) in equal monthly instalments between April 2018 and March 2019. Harmonisation is completed when of £2,167 (i.e. 50% of the harmonisation gap) is paid in equal monthly instalments between April 2019 and March 2020.

- c. All College A unpromoted lecturers currently on College A pay point 3 of £34,810 will move to the closest national salary scale point upwards (£36,014) and then move 2 points up the national salary scale giving a notional salary of £40,026.

The harmonisation gap is £5,216

Harmonisation for the unpromoted lecturer is carried out by payment of £1,304 (i.e. 25% of the harmonisation gap) in equal monthly instalments between April 2017 and March 2018. Thereafter, a further payment of £1,304 (i.e. further 25% of the harmonisation gap) in equal monthly instalments between April 2018 and March 2019. Harmonisation is completed when of £2,608 (i.e. 50% of the harmonisation gap) is paid in equal monthly instalments between April 2019 and March 2020.

- d. All College A unpromoted lecturers currently on pay point 4, 5 and 6 of £35,909 and above will move to the closest national salary scale point upwards and then move 2 points up the national salary scale giving a notional salary of £40,026.

All College A unpromoted lecturers currently on College A pay point 4 of £35,909 the harmonisation gap is £4,117.

Harmonisation for the unpromoted lecturer is carried out by payment of £1,029.25 (i.e. 25% of the harmonisation gap) in equal monthly instalments between April 2017 and March 2018. Thereafter, a further payment of £1,029.25 (i.e. further 25% of the harmonisation gap) in equal monthly instalments between April 2018 and March 2019. Harmonisation is completed when of £2,058.5 (i.e. 50% of the harmonisation gap) is paid in equal monthly instalments between April 2019 and March 2020.

All College A unpromoted lecturers currently on College A pay point 5 of £37,244 the harmonisation gap is £2,782.

Harmonisation for the unpromoted lecturer is carried out by payment of £695.5 (i.e. 25% of the harmonisation gap) in equal monthly instalments between April 2017 and March 2018. Thereafter, a further payment of £695.5 (i.e. further 25% of the harmonisation gap) in equal monthly instalments between April 2018 and March 2019. Harmonisation is completed when of £1,391 (i.e. 50% of the harmonisation gap) is paid in equal monthly instalments between April 2019 and March 2020.

All College A unpromoted lecturers currently on College A pay point 6 of £38,884 the harmonisation gap is £1,142.

Harmonisation for the unpromoted lecturer is carried out by payment of £285.5 (i.e. 25% of the harmonisation gap) in equal monthly instalments between April 2017 and March 2018. Thereafter, a further payment of £285.5 (i.e. further 25% of the harmonisation gap) in equal monthly instalments between April 2018 and March 2019. Harmonisation is completed when of £571 (i.e. 50% of the harmonisation gap) is paid in equal monthly instalments between April 2019 and March 2020.

### **College A – Migration and Harmonisation to National Pay Scale**

Please note this is an example only for illustrative purposes.

<b>Point</b>	<b>Current Scale Point</b>	<b>Salary Scales at 1 April 17</b>	<b>Salary Scales at 1 April 18</b>	<b>New Salary at 1 April 19</b>
<b>1</b>	£32,302	£33,731	£35,161	£38,020
<b>2</b>	£33,686	£34,769	£35,853	£38,020
<b>3</b>	£34,810	£36,114	£37,418	£40,026
<b>4</b>	£35,909	£36,938	£37,968	£40,026
<b>5</b>	£37,244	£37,940	£38,635	£40,026
<b>6</b>	£38,884	£39,170	£39,455	£40,026

26 June 2017