



## Pay Award 2016/17 – College Support Staff

The Support Staff Trade Unions, UNISON, UNITE, and GMB confirmed on Wednesday 14 December 2016, that they accept the pay offer made by the Management Side on Thursday 8 December 2106.

For all colleges who are signatories to the National Recognition and Procedures Agreement (NRPA), they should aim to implement this Pay Award by 31<sup>st</sup> January 2017, and in any event no later than 28<sup>th</sup> February 2017.

For colleges who are not signatories to the NRPA, the **strong recommendation** from the National Joint Negotiating Committee (NJNC) is that college boards apply this award in its entirety.

The full pay offer on which acceptance is based is provided below. College finance, HR and payroll teams are asked to note the following:

### Pay

- An uplift of £550 has been agreed for all support staff employees, inclusive of the £100 already paid as an interim payment in April 2016.
- £450 of the Pay Award will be effective and consolidated from 1<sup>st</sup> April 2016.
- The £100 already paid will be consolidated on 1<sup>st</sup> April 2017. This means that the overall increase at the end of the pay year for 2016/17 is £550. However, at the NJNC Lecturing Staff Side Table, EIS are in dispute over the application of the £100. Should there be any change to the principles of application these will be applied by the NJNC Support Staff Side Table.
- The Pay Award will be applied pro rata for part time employees.
- The Pay Award will be applied in the first instance, then any further uplift applied if required, in order to ensure staff are in receipt of the Living Wage as at 1<sup>st</sup> April 2016 (£8.25 per hour).
- The Pay Award will be applied, on an unconsolidated basis, for employees on Pay Protection
- The Pay Award is effective from 1<sup>st</sup> April 2016 and should aim to be paid by 31<sup>st</sup> January 2017, and in any event no later than February 2017.
- The Pay Award will be applied to support staff, in post, at the date of this agreement (14<sup>th</sup> December 2016).

### Annual Leave

- There is no change to current annual leave entitlements at present.
- The membership of the NJNC Support Staff Side subcommittee on annual leave will be refreshed.
- The subcommittee will provide a report and recommendations to the NJNC Support Staff Side Table by the end of June 2017 on a unitary and common package of overall annual leave, inclusive of flexible and fixed days.
- The subcommittee will clarify the implementation of the 2015 Pay Agreement “*to provide a minimum of 27 days leave, pro rata, with no impact on the maximum entitlement from April 2015*”.

### Future Pay Negotiations

- Future Cost of Living pay negotiations should be conducted through the NJNC Central Committee.

## **Workforce for the Future**

- Both parties are committed to working collaboratively on the Workforce for the Future.

The NJNC will take forward those commitments which are not directly related to pay and updates will be provided to the sector through regular NJNC joint briefings.

## **Clarification**

If any clarification is sought this should be directed to the joint secretaries, [john.gribben@collegesscotland.ac.uk](mailto:john.gribben@collegesscotland.ac.uk) or [john.gallacher@unison.co.uk](mailto:john.gallacher@unison.co.uk). A joint response will be provided to all points of clarification.