

Lecturing Staff Pay Award – Technical Implementation Note

The full terms of the agreement reached with the EIS is out in **Annex 1** for reference, please note that as the offer has been accepted the terms of this agreement are not subject to change.

1. The offer is with effect from 1st April 2015, all colleges should recognise National Pay Agreements now run from 1st April to 31st March in any year, and this supersedes any local agreements.
2. The offer covers two pay periods, Financial Years, 2015/16 and 2016/17. The pay offer provides coverage up to and including 31st March 2017.
3. For 2015/16, 1% or £300 (consolidated) whichever is the greater should be applied, it should be recognised most colleges have already implemented this part of the award.
4. The agreement reached provided for a further flat rated (consolidated) award of £100 to be paid in April 2016. As the EIS has only just announced the outcome of their ballot, the £100 should be paid as soon as reasonably practical to lecturers employed as at April 2016, but no later than the May 2016 pay run.
5. The £100 is a consolidated one off payment directly **attributed** to the 2015/16 offer. The purpose of the £100 is to bridge the pay periods following the recommendation to implement the 1% or £300 without a formal settlement agreement. **However for payment and consolidation purposes the £100 it is to be paid in the 2016/17 settlement period.**
6. For pay consolidation purposes, the £100 should be added to every point in the Lecturer pay scale from April 2016, then the £450 applied (see below).
7. For the 2016/17 award, a flat rate of £450 is applied, this award should be evenly spread across the 2016/17 pay year.
8. This means that the overall increase at the end of the pay year for 2016/17 is £550 consolidated. The worked example shows the £100 payment is part of the overall £550 consolidated but the £100 award should not be consolidated throughout the year which would result in a total payment greater than £550.
9. All payments should be applied on a pro rata basis for part time employees. For Employees on variable contracts, the minimum contractual entitlement should be used, if necessary colleges may need to reconcile at the end of the pay year to establish if arrears are due.
10. If individuals have a minimum number of contracted hours then a pro rata payment of the £100 should be calculated and paid in May 2016. On an ongoing monthly basis this should be recalculated to ensure no overpayment or underpayment of the £100 has occurred. If there are no minimum number of contracted hours then the hourly rate should be calculated using the new reference salary (salary plus £550).
11. The Scottish Funding Council (SFC) have reprioritised resources to fund the £100 and the £450 payable in the 2016/17 settlement period, any associated issues of drawing down these resources should be directed to SFC. Colleges Scotland should be advised of any issues.
12. There are further technical details associated with the offer set out in Annex 1, particularly the elements of the roadmap at 5a to 5f. These are clearly subject to an agreed joint process, and further details will follow when joint agreements are reached.

Worked Example B Based on Existing Salary of £35k

Assumes a total pay award of £550 to be made in FY 2016/17.

Salary at 31/3/16	£35,000.00	
Additional £100 Award	£100.00	Total to be paid May 16
Sub-total	<u>£35,100.00</u>	
FY 2016/17 Award	£450.00	To be paid evenly across FY16/17
Revised Salary	<u>£35,550.00</u>	
Apr 2016 Pay Run	<u>£2,916.67</u>	£35,000 X 1/12
May 2016 Pay Run		
Revised Salary	£2,954.17	£35,450 X 1/12
Additional £100 Award	£100.00	To be paid upfront in May 16
Additional £450 Award x 2/12 (Apr/May16)	£37.50	Apr 16 Back pay £450 X 1/12
May 2016 Payment	<u>£3,091.67</u>	
Jun 2016 Pay Run Onwards	<u>£2,954.17</u>	£35,450 X 1/12
FY16/17 Annual Equivalent	<u>£35,550.00</u>	

Annex 1: Terms of Agreement

1. To extend this settlement period to cover two years inclusive of 2015/2016.
2. To recognise that 1% or £300 whichever is the greater is an interim payment.
3. That in addition to the above, there will be a further flat-rated element of £100 paid in April 2016.
4. That this offer provides for a flat-rated pay uplift for 2016/2017 of £450.
5. To jointly develop a roadmap towards a harmonised workforce for the future, to include the following elements:
 - a. agreed settlement dates over a three year period, commencing April 2017, with agreed annual milestones in each subsequent year, built on an agreed principle of no detriment on pay;
 - b. a review of future workforce requirements within a joint process with shared data;
 - c. to agree the roadmap by end of May 2016;
 - d. the top of the un-promoted salary scale is currently £39,086. It is agreed that from 1st April 2016 this figure will be £40,026. This figure will become the top point of the new national pay scale for un-promoted lecturers. This will be the starting point for the development of this pay scale and associated migration plan;
 - e. the EIS and Management Side will also immediately develop a common set of terms and conditions for all teaching staff by October 2016 or the earliest possible date;
 - f. the whole agreement will be subject to an equality impact assessment.
 - g. there shall be no deduction made for strike action that took place on Thursday 17 March 2016.

Implementation dates on National Pay Scales

Dates	
Develop National Pay Scales	May 2016
Migration	August 2016
1 April 2017	25%
1 April 2018	50%
1 April 2019	100%