

# INFORMATION FOR EMPLOYEES

September 2017

1/17

## NEW RATES OF PAY

COSLA (Convention of Scottish Local Authorities), the body which negotiates pay on behalf of Scottish Local Authorities, has reached an agreement with the recognised Trades Unions for the period from 1 April 2017 to 31 March 2018. The main details are as follows:

- 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).
- All employees currently paid above £35,000, will receive a 1% uplift in pay from 1 April 2017.
- All of the above are subject to incorporation of any protection payments.

The new rates effective from 1 April 2017 will be applied to payments being made on 31 October 2017 and will be paid along with all back pay due.

The employee handbook, accessible on the Intranet, is being up-dated to reflect the new rates of pay. **Can managers please ensure that all employees without Intranet access are made aware of the new rates.**

To obtain the hourly rate due you must add the Hourly Rate and appropriate WEPE value.

SCP	Hourly Rate 01/04/17
<b>Grade 1</b>	
3	6.83
4	6.94
5	7.05
6	7.14
<b>Grade 2</b>	
7	7.24
8	7.34
9	7.46
10	7.57
<b>Grade 3</b>	
11	7.66
12	7.80
15	8.14
18	8.48
<b>Grade 4</b>	
19	8.62
20	8.74
22	9.01
24	9.28
<b>Grade 5</b>	
26	9.55
27	9.69
29	9.97
31	10.28
33	10.58
<b>Grade 6</b>	
36	11.06
37	11.23
39	11.55
41	11.90
43	12.28

SCP	Hourly Rate 01/04/17
<b>Grade 7</b>	
46	12.79
47	12.99
49	13.38
51	13.77
53	14.18
<b>Grade 8</b>	
56	14.83
57	15.04
59	15.51
62	16.17
<b>Grade 9</b>	
68	17.70
69	17.96
71	18.49
74	19.35
<b>Grade 10</b>	
80	21.16
81	21.47
83	22.13
<b>Grade 11</b>	
89	24.20
90	24.54
92	25.29
<b>Grade 12</b>	
98	27.63
99	28.08
101	28.91

WEPE Band	Hourly Rate 01/04/17
a	0.0554
b	0.1667
c	0.3334
d	0.5556
e	0.7778
f	1.0002
g	1.1669
h	1.3335

*Human Resources*

### Living Wage Allowance

The Scottish Local Government Living Wage will increase from £8.33 to £8.51 per hour from 1 April 2017. Employees who earn less than this rate shall receive a payment additional to their salary in order that they are paid at the rate of £8.51 per hour.

Exceptions are Modern Apprentices (paid at National Minimum Wage) or 'Sleep In' duties paid at NMW for those under 25 or the National Living Wage for those aged 25 and above.

### Protection – Terms & Conditions changes (1 April 2014) and Service Reviews

Where an employee is protected as a result of either of the above, the 1 April 2017 increase will be applied to the post T&Cs changes/Service Review payments and compared to the payments being made on the day prior to implementation, with the protection value being adjusted or removed accordingly.

### Stand-by

A single system of payments as detailed below will be applied to all staff undertaking standby duties.

	Rate from 01/04/17
For each complete week of standby duty actually performed:	£85.31
For broken periods of standby duty: payment per session up to 16 hours: payment per session up to 24 hours:	£10.64 £16.06
For telephone call not requiring professional decision: restricted to maximum sum in any one hour period of: <b>OR</b>	£4.66 £13.62
For telephone call requiring professional decision: restricted to one payment in any period of one hour <b>OR</b>	£13.62
For call out a minimum payment of 2 hours in any 2 hour period paid at appropriate overtime rate	Overtime rate

### Call Out

Staff not undertaking standby duty but who are called out will be paid on the following basis:

	Rate from 01/04/17
For telephone call not requiring professional decision: restricted to maximum sum in any one hour period of: <b>OR</b>	£4.66 £13.62
For telephone call requiring professional decision: restricted to one payment in any period of one hour <b>OR</b>	£13.62
For call out a minimum payment of 2 hours in any 2 hour period paid at appropriate overtime rate plus a single payment of:	O/time rate + £10.64

If you have any queries about your pay please contact the HR Shared Services Help Desk on 01835 825052/3 or for Lync Users: HR Shared Services Helpline 1 or 2.