

SUMMARY OF PROPOSAL ON REVISED TERMS & CONDITIONS FOR SJC EMPLOYEES

CONDITION	<u>PROPOSAL</u>	<u>RATIONALE</u>
<u>Working Week</u>	<ul style="list-style-type: none"> • Service hours between 7am and 9pm Monday to Sunday. • Standard working week of 37 hours. • Rate of pay will be based on 37-hour calculator. • Removal of paid lunch breaks 	<ul style="list-style-type: none"> • 37 hours covered by Red Book. • Staff currently on 35 hours contracts will not require to increase hours to 37. • Staff currently employed on a 5/5 basis will not be required to move to a 5/7 arrangement unless there is a clear business requirement and only then will this be subject to full consultation. • Staff in a minority of service areas are in receipt of paid lunch breaks. Removal of paid lunch breaks will provide a consistent approach across authority.
<u>Public Holiday Allowance</u>	<ul style="list-style-type: none"> • Double Time for all hours worked + 1 day in lieu 	<ul style="list-style-type: none"> • Current terms & conditions
<u>Responsibility Allowance</u>	<ul style="list-style-type: none"> • Individual will be paid Acting Up for the rate of job or % thereof from day 1. 	<ul style="list-style-type: none"> • Will harmonise terms & conditions of employment between former manual & APT & C employees.
<u>Overtime Rates</u>	<ul style="list-style-type: none"> • Over 37 hours paid at T1/2 • Overtime on Public Holidays paid at T2 • No grading bar on access to O/T rates 	<ul style="list-style-type: none"> • Clear requirement to harmonise. • Removal of bar removes inconsistency. • Significant numbers of staff currently employed on local arrangements where additional hours are paid at plain time

		<p>rates.</p> <ul style="list-style-type: none"> As a consequence of proposal more staff become eligible for overtime payments however needs to be balanced against affordability hence bar placed at 37 hours to reflect new full time hours. Consistent application of standard rate across the organisation removes potential for discrimination and addresses inherent inequalities in existing arrangements. Current arrangements for payment greater than time ½ mainly apply to male employees.
<u>Alternating Shift Allowance</u>	<ul style="list-style-type: none"> 10% 	
<u>Sleep in Allowance</u>	<ul style="list-style-type: none"> To be reviewed in light of recent case law 	
<u>Standby & Call Out Payments</u>	<ul style="list-style-type: none"> Review standby rates and call out payments on implementation of single status. 	
<u>Irregular Hours</u> <u>Unsocial Hours</u> <u>Weekend Working</u> <u>Night Shift Allowance</u>	<ul style="list-style-type: none"> Replace with an out of hours allowance paid at T1/5 for all hours worked between 9pm and 7am only. 	<ul style="list-style-type: none"> Consistency in application. Mainly affects staff groups due to gain increase in pay through job evaluation. Greater congruence with modernised working practices.
<u>Public Holidays</u>	<ul style="list-style-type: none"> Reduce to 8 days across services 	<ul style="list-style-type: none"> Consistent with modernised working practices and the enhancement of service

	<ul style="list-style-type: none"> • 2 x Christmas • 2 x New Year • 2 x Easter • 2 to be determined • Annual Leave would increase by 4 days to compensate. 	delivery.
<u>Excess Travel</u>	<ul style="list-style-type: none"> • To be reviewed on implementation of single status. 	
<u>Salary Frequency</u>	<ul style="list-style-type: none"> • To be reviewed on implementation of single status. 	
<u>Bonus</u>	<ul style="list-style-type: none"> • Removal of non measured bonus payments from manual employees. 	<ul style="list-style-type: none"> • Bonus schemes have been examined in light of CoSLA guidance
<u>Pay Protection</u>	<ul style="list-style-type: none"> • 3 Years Pay Protection as per national agreement. 	<ul style="list-style-type: none"> • Implementation of national agreement
<u>Notice Period</u>	<ul style="list-style-type: none"> • 4 weeks for all posts up to grade PO1 (or equivalent SJC hourly rate), 8 weeks for all other posts covered by agreement 	<ul style="list-style-type: none"> • Enhances service delivery and recruitment process