

## SUMMARY OF PROPOSAL ON REVISED TERMS &amp; CONDITIONS FOR SJC EMPLOYEES

| CONDITION                       | <u>PROPOSAL</u>   | <u>RATIONALE</u>  |
|---------------------------------|---|---|
| <u>Working Week</u>             | <ul style="list-style-type: none"> <li>• Service hours between 7am and 9pm Monday to Sunday.</li> <li>• Standard working week of 37 hours.</li> <li>• Rate of pay will be based on 37-hour calculator.</li> </ul> | <ul style="list-style-type: none"> <li>• 37 hours covered by Red Book.</li> <li>• Staff currently on 35 hours contracts will not require to increase hours to 37.</li> <li>• 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.</li> </ul> |
| <u>Public Holiday Allowance</u> | <ul style="list-style-type: none"> <li>• Double Time for all hours worked + 1 day in lieu</li> </ul>  | <ul style="list-style-type: none"> <li>• Current terms &amp; conditions</li> </ul>  |
| <u>Responsibility Allowance</u> | <ul style="list-style-type: none"> <li>• Individual will be paid Acting Up for the rate of job or % thereof from day 1.</li> </ul>  | <ul style="list-style-type: none"> <li>• Will harmonise terms &amp; conditions of employment between former manual &amp; APT &amp; C employees.</li> </ul>  |
| <u>Overtime Rates</u>           | <ul style="list-style-type: none"> <li>• Over 37 hours paid at T1/2</li> <li>• Overtime Public Holidays paid at T2</li> <li>• No grading bar on access to O/T rates</li> </ul>                                    | <ul style="list-style-type: none"> <li>• Clear requirement to harmonise.</li> <li>• Removal of bar removes inconsistency.</li> <li>• Significant numbers of staff currently employed on local arrangements where additional hours are paid at plain time rates.</li> <li>• As a consequence of proposal more staff become eligible for overtime payments</li> </ul>                     |

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|  |   | <p>however needs to be balanced against affordability hence bar placed at 37 hours to reflect new full time hours.</p> <ul style="list-style-type: none"> <li>• Consistent application of standard rate across the organisation removes potential for discrimination and addresses inherent inequalities in existing arrangements.</li> <li>• Current arrangements for payment greater than time ½ mainly apply to male employees.</li> </ul> |
| <b><u>Alternating Shift Allowance</u></b>  | <ul style="list-style-type: none"> <li>• 10%</li> </ul>   |   |
| <b><u>Sleep in Allowance</u></b>   | <ul style="list-style-type: none"> <li>• To be reviewed in light of recent case law</li> </ul>  |   |
| <b><u>Standby &amp; Call Out Payments</u></b>  | <ul style="list-style-type: none"> <li>• Review standby rates and call out payments on implementation of single status.</li> </ul>  |   |
| <b><u>Irregular Hours</u><br/><u>Unsocial Hours</u><br/><u>Night Shift Allowance</u></b> | <ul style="list-style-type: none"> <li>• Replace with an out of hours allowance paid at T1/5 for all hours worked between 9pm and 7am only.</li> </ul>                                    | <ul style="list-style-type: none"> <li>• Consistency in application.</li> <li>• Mainly affects staff groups due to gain increase in pay through job evaluation.</li> <li>• Greater congruence with modernised working practices.</li> </ul>   |
| <b><u>Public Holidays</u></b>  | <ul style="list-style-type: none"> <li>• Reduce to 8 days across services</li> <li>• 2 x Christmas</li> <li>• 2 x New Year</li> <li>• 2 x Easter</li> <li>• 2 to be determined</li> </ul> | <ul style="list-style-type: none"> <li>• Consistent with modernised working practices and the enhancement of service delivery.</li> </ul>   |

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