

TO: EMPLOYMENT COMMITTEE - 9th APRIL 2003

SUBJECT: SINGLE STATUS AGREEMENT

FROM: CORPORATE PERSONNEL SERVICES

1. PURPOSE OF REPORT

- 1.1 To report to the committee the framework agreement for the implementation of single status at Warwick District Council that has been recommended by the Members and Trades Union Joint Consultative Panel.

2. BACKGROUND

- 2.1 The Single Status Agreement was negotiated nationally between trade unions and employers within local government to provide one set of pay structures, terms and conditions covering the former APT&C and manual employees occupational bargaining groups.
- 2.2 The national agreement contains Principles (Part 1), a number of Key National Provisions (Part 2), and Part 3 which contains Other National Provisions which may be modified locally by negotiation between the Council and the trades unions.
- 2.3 Warwick District Council commenced negotiations over the implementation of the national agreement in 1999. The attached framework agreement sets out the standards established within the Key National Provisions and the local agreements reached in relation to Part 3 of the national agreement.

3. PROPOSAL

- 3.1 Within Part 3 of the National Agreement it is proposed that alterations are made to section 1, pay and grading and section 2, working arrangements.
- 3.2 The proposals are set out in appendix 1 and appendix 2 of the attached framework agreement.
- 3.3 The proposal in relation to pay and grading is to introduce a new grade, Grade J, which equates to spinal column points 4, 5, 6 and 7 of the national pay scale. The points to grade relationship with the Hay Job Evaluation Scheme would also need to change to reflect the introduction of the new grade.
- 3.4 The introduction of grade J would allow the inclusion of previous manual grade jobs to be assimilated into the current pay structure for Warwick District Council.
- 3.5 The second proposal is in relation to working time. The principle is to introduce consolidated payments for time worked as opposed to individual rates of pay for different hours worked. This is in line with the national agreement provisions under Part 3 section 2 that allows for the council to apply an inclusive rate of pay to take all the features of the job into account.
- 3.6 The principles of such a pay policy for contracted staff are contained in appendix 2 of the attached Framework Agreement.
- 3.7 Applying the same policy of consolidated pay across the Council is one way of ensuring that remuneration is fairly linked to the evaluation of the job and the requirements of the service.

4. NEGOTIATIONS

- 4.1 Negotiations with UNISON have been undertaken over a considerable period of time, mainly in relation to the staff in sports facilities as this group represents the majority of those not previously included within the evaluated jobs in the council. Unison have accepted the framework for the implementation of Single Status at Warwick District Council but have reserved the right to negotiate for further protection for those staff adversely affected by the proposals. Unison accept that all other claims will be dealt with through normal procedures such as appeals mechanisms and will not lead to a renegotiation of the frame work agreement.
- 4.2 This has been a process of joint working with Unison to achieve a fair and equitable implementation of the national agreement. Warwick is amongst a minority of Councils which have succeeded in embracing the Single Status Agreement and this could not have been achieved without joint effort.

5. COSTS

- 5.1 The costs involved in introducing the agreement are two-fold. Firstly it has been negotiated that any changes to grades should be effective form 1st April 2002, this has resulted in backdating costs for which a budget of £100,000 was identified and is available. The cost of backdating the agreement will be achieved within this budget and also includes paying holiday pay to casual staff who were entitled to it during 2002. The second cost is the ongoing revenue effect of the increased job evaluations within the Leisure unit. This is an inevitable consequence of bringing the job evaluations in line with the remainder of the jobs within the Council.

6. RECOMMENDATIONS

- 6.1 Members are requested to adopt the principals set out in the Framework Agreement for Single Status.
- 6.2 Members are requested to agree that the occupants of posts which have been re-evaluated under the agreement are paid a sum which represents the difference in grade between 1st April 2002 and 31st March 2003.
- 6.3 Members are requested to recommend that all attempts are made to reach a negotiated agreement with the recognised trade unions for the implementation of the principals in the Framework Agreement.

Karen Pearce
Corporate Personnel Services
March 2003

BACKGROUND PAPERS

Members/Trades Union Panel	-	10 th October 2000
Executive	-	16 th October 2000
Members/Trades Union Panel	-	20 th February 2001
Members/Trades Union Panel	-	5 th June 2002
Members / Trades Union Panel	-	19 th March 2003

For further information about this report please contact:

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Areas in District
Affected: None