



SURREY PAY OFFER NON- SCHOOLS AND SCHOOLS

1 APRIL 2020 TO 31 MARCH 2021

JOINT STATEMENT FROM SURREY COUNTY COUNCIL, UNISON AND GMB

UPDATE 16 DECEMBER 2019 – REVISED OFFER

Surrey Pay Offer 2020-2021 Schools and Non-Schools

Following the formal offer made to trade unions, and subsequent response from union colleagues, we met today (16 December) to discuss. The talks were extremely constructive and, as a result, the council has put forward a significantly improved and final offer to UNISON and GMB effective from 1 April 2020. Full details of the revised proposals are set out below.

1. Minimum wage – following representations from trades unions, it is now proposed to increase the rate of pay for PS1/2 to be in line with the UK Living Wage Foundation rate. Under this proposal, PS1/2 will increase to £9.30 per hour (£17,457 pa). The previous offer was £9.18 per hour.
2. Work base Relocation Grant (WBRG) – It is now proposed to retain the current WBRG mileage eligibility (additional five miles each way) and payment duration (12 months). The original offer was an eligibility of 10 miles each way paid for 18 months. Mileage eligibility and payment period to apply equally in schools. The original proposals in respect of agile workstyles remain.
3. It is now proposed that the increases to annual leave will also apply to school based staff.
4. Finally, it is now proposed to apply a “6 month rule” whereby staff who take up their role after 1 October in any year will progress to the next increment after 6 months (subject to performance and reaching the maximum of the grade). Previously they would have had to wait until April of the year after (which could have been as long as 17 months and 30 days).

The remainder of the offer is unchanged. The full revised offer is attached and updates on the pay negotiations will also be posted on Jive, SCC-info and the Services for schools webpages.

Discussions with the trade unions on the pay settlement are ongoing, however we aim to reach agreement to enable implementation by 1 April 2020.

We are also discussing how to deal with staff who are on preserved terms and conditions of employment. It is expected that these discussions will be complete in order for any changes to come into effect on 1 April 2020.

Timetable for the 2020/21 Surrey Pay review:

Sept	30 Sept – CLT consider proposals
	6 Nov - PPDC agreement sought to 2020/21 Surrey pay proposals
Nov	Formal offer to trade unions
	Staff consultation on offer begins
Dec	Trade Union ballot commences – UNISON & GMB
Jan	Outcome of ballot/final changes to offer
Feb	12 Feb - PPDC ratify 2020/21 Surrey Pay Collective Agreement
March	Publicity on changes
April	Surrey Pay Settlement 2020/21 and policy changes implemented

Please note that the pay offer for staff working in South East Shared Services is subject to discussion and details will be confirmed separately.

This final offer is made with a view to reaching an agreement on pay effective from 1 April 2020 until 31 March 2021.

Next Steps

It's important that you are all aware of what's being discussed and understand the issues so please take time to consider this pay package.

UNISON and GMB will be discussing the offer with their representatives this week. Both unions will then ballot their members as soon as possible with a closing date of 20 January 2020.

Statement sent on behalf of:

Surrey County Council

GMB

UNISON



Jackie Foglietta
Director of HR&OD

Paul Grafton
Regional Officer

Andrew Pattinson
Chair

16 December 2019

1. Pay Progression

On 1 April 2019 the council introduced a new incremental pay model for the majority of staff across schools and non-schools on Surrey Pay grades PS3 to PS14. The pay year 2019/20 was a transitional year and staff moved to the nearest fixed pay point, higher than their current salary with no further entitlement to pay progression at that point in time.

Pay progression through the grade range, until the maximum pay point is reached commences from 1 April 2020 for all staff who meet the following eligibility criteria:

- Employees are not at the top of the grade range;
- Employees must have been in post on their current grade from 1 October 2019 (or their first working day of the week depending on the working pattern);
- Satisfactory or higher performance is achieved.

In addition, it is proposed that with effect from 1 April 2020 a “6 month rule” will be applied whereby staff who take up their role after 1 October in any year will progress to the next increment after 6 months (subject to performance and reaching the maximum of the grade). Staff who fall into this group will however continue to benefit from the annual pay increase due on 1 April each year as explained in point 2.

2. Surrey Pay increase

From 1 April 2020 it is proposed that the value of all Surrey Pay points are increased by 2%. This increase is in addition to pay progression (for eligible staff), and will apply to all staff on Surrey Pay points. This means that, the majority of Surrey Pay staff eligible for pay progression will receive a total pay increase of 4% from 1 April 2020.

In addition, it is proposed to increase the lowest pay point on Surrey Pay grade PS1/2 to the current UK Living Wage Foundation rate of £9.30 per hour. The original offer was £9.18 per hour.

The revised pay points for 2020/21 are set out table 1 and table 2.

Table 1: Proposed Job Family and Leadership pay models: 1 April 2020 to 31 March 2021

Job Family Pay Bands - 1 April 2020

Grade Name	Salary Range						
	Min Hourly Rate	Minimum Point 1	Point 2	Point 3	Point 4	Point 5	Maximum Point 6
PS1/2	£9.30	£17,457	n/a				
PS3	£9.41	£17,663	£18,135	£18,607			
PS4	£10.16	£19,072	£19,453	£19,843	£20,239	£20,644	£21,066
PS5	£11.50	£21,593	£22,025	£22,465	£22,914	£23,373	£23,834
PS6	£13.01	£24,430	£24,919	£25,417	£25,926	£26,444	£26,967
PS7	£14.72	£27,641	£28,194	£28,758	£29,333	£29,919	£30,510
PS8	£16.66	£31,273	£31,898	£32,536	£33,187	£33,851	£34,519
PS9	£18.85	£35,382	£36,089	£36,811	£37,547	£38,298	£39,246
PS10	£21.43	£40,227	£41,031	£41,852	£42,689	£43,543	£44,619
PS11	£24.36	£45,734	£46,878	£48,050	£49,251	£50,482	£51,725
PS12	£28.24	£53,018	£54,344	£55,702	£57,095	£58,522	£59,964
PS13	£32.74	£61,463	£62,999	£64,574	£66,189	£67,843	£69,514
PS14	£37.96	£71,252	£73,033	£74,859	£76,730	£78,649	£80,586

PS15	£43.14	£80,977	n/a	n/a	n/a	n/a	£92,278
PS16	£49.16	£92,279	n/a	n/a	n/a	n/a	£114,404
PS17	£60.95	£114,405	n/a	n/a	n/a	n/a	£137,286
PS18	£73.14	£137,287	n/a	n/a	n/a	n/a	£164,744
CEX	£114.10	£214,184	n/a	n/a	n/a	n/a	£237,337

Table 2: Proposed Career pay model (Social Workers and Occupational Therapists): 1 April 2020 to 31 March 2021

Job Family	Pay Model	Grade	Pay Point	Salary
Social Wellbeing	Career Pay Model	PS8SC		£32,896
		PS9SC	Point 1	£35,382
			Point 2	£36,670
			Point 3	£37,957
			Point 4	£39,246
		PS10SC	Point 1	£40,227
			Point 2	£41,691
			Point 3	£43,155
			Point 4	£44,619
		PS11SC	Point 1	£45,734
			Point 2	£47,732
			Point 3	£49,729
			Point 4	£51,725
		PS12SC	Point 1	£53,018
			Point 2	£54,501
			Point 3	£56,816
	Point 4	£59,964		

3. Apprentice Pay rates

One of the objectives of the Council's Our People 2021 Workforce Strategy is to recruit, develop and retain more young people. Apprenticeships are a key component to enable us to achieve this. Whilst quality learning and development are the most important part of a good apprenticeship, we also need to be able to pay competitively to attract the best young people.

It is therefore proposed to align Apprentice pay more closely to the main Surrey Pay spine as follows:

- The salary for level 2/3 apprenticeships would be 85% of grade PS1 in year one, rising to the full rate of pay in year two.
- The salary for level 4/5 apprenticeships would be at Surrey Pay grade PS3.

The proposed pay points are set out below:

Table 3: Current and proposed apprentice pay rates 1 April 2020 to 31 March 2021

Apprentice Level	Current		Proposed	
	Salary	£ per hour	Salary	£ per hour
2	£11,117.60	5.92	£14,647 Year 1	7.80
			£17,232 Year 2	9.30
3	£12,670.65	6.75	£14,647 Year 1	7.60
			£17,232 Year 2	9.30
4	£14,443	7.69	£17,663	9.41
5	£15,222.61	8.26	£17,663	9.41
6	£16,311.50	8.68	£17,663	9.41

4. Annual leave

Benchmarking has been undertaken on the Council's annual leave offer, and to help ensure we are comparable with similar organisations. It is proposed to increase annual leave across non-schools and schools based employees as follows:

	Current	Proposed
Upon Commencement	24 days	26 days
After 2 years' service	28 days	28 days
After 5 years' service	28 days	30 days

If these changes are agreed, the increase in annual leave will apply from the beginning of the leave year, 1 January 2020, to those staff with the relevant local government continuous service by 31 December 2019.

For all other staff groups, the higher annual leave will be applied on reaching the relevant length of service. Please note that social workers in Children's Services will continue to benefit from 28 days annual leave on first day of service, increasing to 30 days annual leave on five years' service.

5. Work base Relocation Grant (WBRG)

The work base relocation grant, which sets out arrangements for payment towards additional travel costs when an employee's work base is changed does not currently lend itself to agile working, a number of changes have therefore been proposed and following consultation with the trade unions the final proposals are summarised below:

- Eligibility for receipt of WBRG is triggered on incurring an additional 5 miles or more for a single journey; i.e. no change to current arrangements.
- Eligibility for receipt of WBRG is linked to [agile workstyles](#) as determined by the [Moving Closer to Residents](#) (MCTPR) programme.
- The pay period remains at 12 months.

Whilst the proposed approach, (with the exception of agile workstyles) would also apply to Surrey Pay staff in schools, it is not anticipated to have a significant impact.

For non-schools based staff, these proposals will mean that eligibility to claim the WBRG and how the WBRG is claimed will be linked to agile workstyles as follows:

Venue Centric:

For employees whose workstyle is designated as being '*Venue Centric*', the amount payable will be fixed (calculated on the date of the move). The grant will not be re-calculated irrespective of changes to annual leave. The grant will be recalculated on moving home closer to the new work base, or changes to working hours in which case the payment will be pro-rated to the number of days travelled. Payment of the WBRG will be automatic and paid with monthly salary.

Information Centric:

For employees whose workstyle is designated as being '*Information Centric*' the amount payable will be based on the number of working days per year that travel to/from the new work base is undertaken, (excluding annual leave and bank holiday entitlements). The grant will be recalculated on moving home closer to the new work base. Payment of the WBRG will not be automatic and employees will be required to claim via the SAP portal.

Community Centric:

Employees whose workstyle is designated as being '*Community Centric*' will not be eligible to claim the WBRG, instead, they will be eligible to claim business mileage, subject to meeting the criteria set out in the [Travelling Allowance and Expenses Policy](#)