

JOINT NEGOTIATING COUNCIL FOR THE EDUCATION AND LIBRARY BOARDS

30 March 2015

**To: Chief Executives
Council Members
MSO/TUSO**

Joint Negotiating Council Circular No. 208

Implementation of Job Evaluation for Nursery Assistants

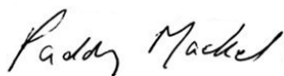
The Joint Negotiating Council at its meeting on 27 March 2015 reached a Collective Agreement to implement job evaluation for Nursery Assistants.

In accordance with the Constitution of the JNC, this agreement is binding on the Boards.

The terms of the Agreement are attached to this circular as **Appendix 1**.



Management Side Secretary
J Curran



Trade Union Side Secretary
P Mackel



Trade Union Side Secretary
A Speed



Trade Union Side Secretary
J Dawson



Trade Union Side Secretary
D Edmont

JOINT NEGOTIATING COUNCIL FOR THE EDUCATION AND LIBRARY BOARDS

AGREEMENT TO IMPLEMENT JOB EVALUATION FOR NURSERY ASSISTANTS

The terms of the Agreement reached by the JNC on Friday, 27 March 2015 are summarised below.

1. Buy-out of Historic Terms and Conditions

Management's 'buy-out' of Nursery Assistants' historic terms and conditions of service (32.5 hour divisor) from 1995 will result in all current Nursery Assistants, employed as at 27 March 2015 who sign an agreement, receiving a one-off payment as follows:

- employees with up to and including 5 years' continuous service as a Nursery Assistant will receive £1,613.
- employees with 5 years' service and a day or more continuous service as a Nursery Assistant will receive £2,478.

The one-off payments will be subject to tax and national insurance contributions but no deduction will be made for superannuation.

Note:

No Nursery Assistant will be forced to sign up to the JNC Agreement. However, failure to do so will mean that the Nursery Assistant will not be entitled to the one-off 'buy-out' payment and the implementation of the agreed job evaluation scheme cannot proceed insofar as it applies to the individual post. In such circumstances the Nursery Assistant will be entitled to remain on the current terms and conditions of service and will continue to receive annual NJC pay awards.

2. Job Evaluation

The outcome of job evaluation will be implemented on the basis of the agreed 36-hour divisor as follows:

Nursery Assistant

Clerical Officer Grade
(SCP 4-13)
(SCP 6-13 w.e.f. 01.10.06)

Backdating Arrangements

Where the outcomes of the job evaluation exercise result in a post being regraded the backdating will be based on a 36 hour divisor and will be effective from the date the duties commenced but no earlier than 1 January 1995.

In the event of a regrading normal incremental progression on the salary scale will commence on the first point from the effective date of implementation. There is no mechanism for higher initial placement.

3. Pay Protection

The Boards agree to put in place pay protection arrangements.

Since job evaluation did not result in an increase in grade, existing staff, at the time of evaluation, will be protected on their current rate of pay as provided for in the personal protection arrangements as set out in the procedures associated with the operation of the Greater London Whitley Council [GLWC] Job Evaluation Scheme. In effect, this means that staff will be protected on their current rate of pay for the duration of their contract of employment.

4. Pension Protection

The Boards agree that no current Nursery Assistant will lose out on their pension as a result of the implementation of job evaluation. This is because the Boards have agreed to put in place the pay protection arrangements as outlined at 3 above. There is no change to accrued membership for pension calculations.

This means that there will be no loss in pension entitlement from 1995 to the present day. There will also be no loss in respect of future continuous membership but pension entitlement may be affected if pay is subsequently reduced through loss of pay protection.