

# JOINT NEGOTIATING COUNCIL FOR THE EDUCATION AND LIBRARY BOARDS

Date: 27 May 1999

Our Ref: PW/PM

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

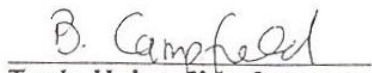
## **Joint Negotiating Council Circular No. 9 1999 Pay Rates – NJC Circular 3/99**

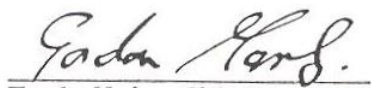
The Joint Secretaries of the Joint Negotiating Council have examined NJC Circular 3/99 and have agreed the new rates of pay applicable from 1 April 1999. The new rates are set out in annex 1. New rates for those allowances which are uprated in line with pay are also included in annex 1.

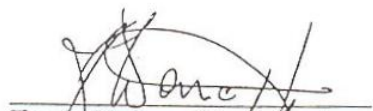
### **Advice on the 37 Hour Week**

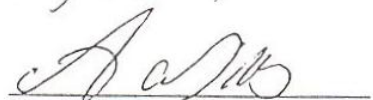
National Joint Council has agreed to re-issue the advice on implementing the 37 hour week. This is attached as annex 2.

  
Management Side Secretary  
J G Martin

  
Trade Union Side Secretary  
B Campfield

  
Trade Union Side Secretary  
G Manly

  
Trade Union Side Secretary  
J Donaghy

  
Trade Union Side Secretary  
A Mills

ANNEX 1

	1.4.98	1.4.99	
	1		
	2	[7644]	
	3	[8166]	[8412]
	4	8376	8628 <b>M1</b>
	5	8679	8940 <b>M2</b>
<b>Clerical Officer</b>	6	8982	9252 <b>M3</b>
	7	9285	9564 <b>M4</b>
	8	9588	9876 <b>M5</b>
	9	9891	10188 <b>M6</b>
	10	10104	10407
	11	10761	11085
	12	10989	11319
	13	11283	11622
	14	11493	11838
<b>Senior Clerical Officer</b>	15	11730	12081
	16	12009	12369
	17	12294	12663
	18	12537	12912
	19	13008	13398
	20	13479	13884
<b>Executive Officer</b>	21	13971	14391
	22	14337	14766
	23	14754	15198
	24	15240	15696
	25	15723	16194
	26	16233	16719
	27	16770	17274
	28	17319	17838
<b>Senior Executive Officer</b>	29	18006	18546
	30	18609	19167
	31	19194	19770
	32	19761	20355
	33	20346	20955
<b>Admin. Officer</b>	34	20922	21549
	35	21357	21999
	36	21924	22581
	37	22542	23217
	38	23199	23895
<b>Senior Admin. Officer</b>	39	23958	24678
	40	24594	25332
	41	25245	26001
	42	25884	26661
<b>Assistant Principal Officer</b>	43	26535	27330
	44	27183	27999
	45	27792	28626 <i>Salary max of level 3</i>
	46	28464	29319
<b>Principal Officer</b>	47	29118	29991
	48	29763	30657
	49	30405	31317

**ANNEX 1 (Cont'd.)**

<b>SCP</b>	<b>Salary 1/4/98</b>	<b>Salary 1/4/99</b>
49 Senior Principal	30405	31317
50 Officer (1)	31047	31977
51	31674	32625
52	32301	33270-
53 Senior Principal	32922	33909
54 Officer (2)	33519	34524
55	34125	35148-
56 Education	34758	35802
57 Officer	35385	36447
58	36006	37086
59 Assistant	36642	37740
60 Senior Education	37266	38385
61 Officer	37893	39030
62	38520	39675
63	39144	40317
64	39768	40962
65	40404	41616

**ALLOWANCES FOR LABORATORY TECHNICIANS, SOCIAL WORKERS, NURSERY STAFFS AND STAFF IN RESIDENTIAL ESTABLISHMENTS**

	1/4/98 £	1/4/99 £
<b><u>LABORATORY TECHNICIANS</u></b>		
Qualified Allowances	138	141
	105	108
<b><u>SOCIAL WORKERS</u></b>		
Standby Duty Allowance	19.37	19.95
<b><u>NURSERY STAFF</u></b>		
Special Education Needs Allowances		
Recognised/qualified	858	885
Unqualified	633	651
<b><u>DAY NURSERY STAFFS</u></b>		
Nursery Students	165	171
	105	108
<b><u>STAFF IN RESIDENTIAL ESTABLISHMENTS</u></b>		
Sleeping in Duty Payments	24.07	24.79

## SINGLE STATUS AGREEMENT - 37 HOUR WEEK

At their meeting on 15 October 1998, the NJC referred to local progress in the implementation of the 1997 agreement on single status, in particular the 37 hour standard working week.

The Green Book specifies that, "from 1 April 1999 the standard weekly hours of all full-time employees will be 37. For part-timers there will be corresponding increases in hourly basic rates from the date of the reduction in standard hours for their full-time counterparts." (Implementation Agreement paragraph 17). Authorities are reminded that the standard 37 hour working week also applies on the same basis to residential and day nursery staff. These are contractual entitlements for employees conditioned to the Green Book. There are no provisos, except in the case of certain situations in DSOs which are covered by paragraph 21 of the Implementation Agreement.

However, recognising the reality of the position of local authorities, the agreement further states that at paragraph 17:

"In implementing the provisions of the agreement the local parties should endeavour to minimise costs whilst ensuring service delivery standards are maintained. It is the view of the NJC that it is in the interests of both local parties that full-time employees will generally maintain existing output levels when the standard working week is reduced. For part-time employees it is the view of the NJC that existing contractual hours will be maintained. Wherever possible efforts will be made to offset the increased hourly rates of pay by more productive working methods. The NJC accordingly advises the local parties to co-operate in minimising the costs of reducing the standard working week in order to protect jobs and services."

The interpretation of these statements, taken together, is that locally there can be no refusal to co-operate in seeking ways to reduce the cost of the 37 hour week. Equally, implementation of the 37 hour week cannot be made conditional within the terms of the national agreement on achieving savings.

It should be noted that as per paragraph 6 of the Implementation Agreement, the national agreement does not of itself alter existing local arrangements on the standard working week which differ from the previous national agreements (i.e. the Purple and White Books).

Separate arrangements will apply in Greater London as outlined at paragraph 17 of the Implementation Agreement and Part 2 paragraph 6.1 of the Green Book.

We trust that this clarifies the intention of the agreement and assists the local parties in its implementation.