

This matter is being dealt with by:
Reference: HR Duty Desk
T 0115 9774433
E payandtermsandconditions2019@nottsc.gov.uk



Private and Confidential
To be opened by addressee only

Dear Colleague,

4th February 2019

Update on the proposed changes to terms and conditions and the NJC national pay agreement

This letter covers the proposed changes to terms and conditions and our approach to implementing the second year of the National Joint Council (NJC) pay agreement.

Terms and Conditions

I wrote to you in March and April 2018 about the need to make savings and a revised terms and conditions package for Council employees. This followed a period of detailed negotiation with the recognised trades unions.

The proposals were developed using some guiding principles, including the need to:

- Save a minimum of £1 million in the Council's revenue budget
- Reduce future staffing costs
- Increase efficiency and outputs
- Retain a good overall package to enable the Council to continue to attract and retain the best people
- Minimise the impact on take home pay

Following dialogue with trades union colleagues, an undertaking was given that if this could be achieved, there would be no further changes to terms and conditions for the lifetime of the current Administration. This is a significant commitment given the ongoing financial pressures this and many other Councils continue to face.

The trades unions held a consultative ballot on the proposed package where trades union members indicated that they would reject the proposals. Some employees also took the opportunity to provide comments and feedback on the proposals, how they were feeling and what it is like to work for the County Council. In light of the feedback directly from you and trades union colleagues, we agreed to pause, reflect and reconsider the proposed changes.

A series of Employee Focus Groups were held over the summer and into the autumn to ensure that I and other Corporate Leadership Team colleagues had the opportunity to meet as many of you as possible to better understand how you feel and listen to ideas as to how the Council can save money. Approximately 10% of the Council's workforce attended these events and those who were unable to attend provided their views through email, their managers, colleagues and trades union representatives.

I want to thank all of you who took part in the events or provided your ideas through another route. A summary of which is attached as Appendix 1. The Council has considered your views carefully before deciding how to proceed. The table in Appendix 2 sets out the revised offer and the changes made in light of your feedback and further discussions with trades union colleagues. For most colleagues the critical issue was the proposal to reduce annual leave by one day for all employees. After consideration it has been decided to withdraw this proposal.

During the next twelve months, I and the Corporate Leadership Team intend to take more opportunities to meet you, listen to your views and involve you in the change and transformation of the Council to improve outcomes for local residents.

NJC National Pay Agreement

Although it does not form part of our local negotiations, I also want to take the opportunity to advise all employees covered by the NJC national agreement on pay that the Council has decided to implement the national agreement in full effective from 1st April 2019. I am pleased to confirm that this means an increase to everyone's basic salary with the average increase being between 2% to 4%.

The national pay agreement is more complex this year as it includes the introduction of a new pay spine to try to future proof local government pay and keep pace with inflation and the Living Wage. Not all Councils are implementing the national agreement in full because of the costs involved but this Council feels it is important to value our employees and to continue to ensure this is reflected in the pay you receive.

We will write to you individually in the first week of March to confirm your current spinal column point, your new spinal column point from 1 April 2019 and what this will mean in terms of the increase to your salary. I would ask that you wait until you receive this individual letter before raising any individual queries to give colleagues time to complete the assessment of everyone's individual position.

I know that this Council's employees are one of our most important assets which is reflected in our terms and conditions of employment. When considered in the round I believe that the Council's overall employment package remains one of the best in local government.

Yours sincerely



ANTHONY MAY
CHIEF EXECUTIVE