

Appendix 1 - Changes to Terms and Conditions – Formal Proposal (19th June 2014)

Revised Proposal

1. Pay Protection (*Savings – approx. £1m per annum*)

- Remove all current pay protection arrangements – lifelong, MWC tiered and MWC 12 month pay protection.
- Remove pay protection policy for new and existing staff i.e. no future pay protection arrangements to be made

2. Managing Workforce Change (*Savings - approx. £3.8m per annum over 3 years*)

- Selection for redundancy through a redundancy policy (with selection criteria)
- Remove the 4 month supernumerary period
- 3 month notice period for everyone
- Continue to calculate redundancy pay using uncapped actual weekly pay rather than the limited statutory cap of £464

3. Transport

• HMRC Mileage Rates (*Savings – approx. £675k per annum*)

- HMRC mileage rates for casual users at 45p per mile
- For essential users pay lower of essential user or HMRC mileage rate – please see below

• Essential Car User Allowance (*Savings – approx. £750k per annum*)

- Services to continue to carry out annual reviews of essential user as normal and remove any where individual doesn't meet the criteria
- Change criteria so linked with car being essential for role and with a minimum mileage criteria, i.e. specify roles that will continue to receive essential car user allowance due to this being service critical e.g. social work (mileage criteria may vary depending on post) and remove payment from staff who do not meet the criteria.
- Consider no essential user for new starters even in service critical posts
- Freeze lump sum and mileage rates at current rates
- Pay lower of essential user or HMRC rate

• City Centre Car Parking Permits (*Savings – approx. £139k per annum*)

- Remove all free and subsidised city centre parking permits and increase the monthly charge per permit to reflect the market rate (based on Woodhouse Lane rates)

Flexibility (*Savings – approx. £2.5m or approx. 10% of agency and overtime costs*)

- Protocol to facilitate more flexibility of role / location / working patterns to reduce the need for recruitment and spend on agency / overtime.

Other

- No new Dir 40% graded posts created due to the salary overlap with NJC PO6 grade
- In line with national terms and conditions withhold incremental progression where there is an adverse report on an employee

Total Savings – approx.£9m**Removed from Original Proposal****Premium / Non-standard pay arrangements (*Savings – approx. £5m per annum*)**

- Significant reductions to current arrangements (“Part 3” of the Green Book, e.g. weekend enhancements, shift payments, overtime rates etc.)

Spot Salaries (*Savings – approx. £3.8m*)

- Remove incremental progression for all staff
- Appoint new starters on Spot salaries at the bottom

Excess mileage (*Savings – approx. £131k per annum*)

- Allow current arrangements to run their course (max. 4 years; most terminate within 2 years)
- Remove current policy so no new cases

Changes from Original Proposal**Managing Staff Reductions**

- Statutory notice replaced with 3 month notice period for all staff
- Redundancy pay calculated using the statutory limit for a weeks pay (currently £464 per week)

Pay Protection

- All pay protection to cease at a fixed date rather than reducing / phasing out over a 6 month period