

CENTRAL PERSONNEL GROUP

NORTHERN IRELAND CIVIL SERVICE

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Mr John Corey
Trade Union Side Chairperson
Central Whitley Council
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3 August 2004

Dear John

2004 PAY

1. Following the recent negotiations, I am now writing to set out Management Side's final offers on the 2004 pay award for non-industrial grades below the Senior Civil Service. The offers are for all staff in these grades included in the existing pay agreement. Offer 1 covers the 12-month period from 1 April 2004 to 31 March 2005. The alternative Offer 2 covers the 16-month period from 1 April 2004 to 31 July 2005. This second offer involves changing the settlement date to 1 August, which would be a change from existing arrangements under our pay agreement and this would require Trade Union Side's agreement.

Offer 1

2. Offer 1 constitutes an earnings growth figure of 3.49% plus 0.78% in respect of non-consolidated bonuses giving an overall quantum of approximately 4.27% and guarantees that all satisfactory performers will receive a consolidated increase of at least 2.2%.
3. The offer would take effect from 1 April 2004 and the elements are as follows:
 - (a) A one point increase for all eligible satisfactory or better performers (ie Box 1, 2 or 3). In light of (c), this would include those on the current maximum of their pay scale;
 - (b) An increase of 0.25% on all pay points on all pay scales;

- (c) The addition of one point to all pay scales, 2% higher than the current scale maximum, with the exception of cleaners and Support Grade Band 1 (trainee);
- (d) The majority of pay scales would have the existing minimum removed;
- (e) Under the provisions of our equal pay agreement the salary maxima for Executive Officer 1 and Staff Officer and other relevant analogous grades (who are outside the old PTO, Scientific, related and certain other grades agreement) would be increased to align with the P&T equivalents;
- (f) The new minimum of the AA scale would be increased by a further 0.2%;
- (g) The cleaner and Support Grade Band 1 (trainee) minima would be increased to the value of the new minimum of the AA scale, whilst the maxima would be increased by a further 3.0%; and
- (h) Box 2 performers would receive an additional non-consolidated bonus of £180 and Box 1 performers will receive an additional non-consolidated bonus of £410.

Offer 2

4. Offer 2 covers the 16-month period 1 April 2004 to 31 July 2005 and proposes a change in the settlement date to 1 August. This offer constitutes an earnings growth figure of 4.65% over the sixteen month period plus 0.78% in respect of non-consolidated bonuses, giving an overall quantum of approximately 5.43%, and would guarantee that all satisfactory performers would receive a consolidated increase of at least 3.0%.
5. The offer would take effect from 1 April 2004 and the elements are as follows:
 - (a) A one point increase for all eligible satisfactory or better performers (ie Box 1, 2 or 3). In light of (c), this would include those on the current maximum of their pay scale;
 - (b) An increase of 1.5% on all pay points on all pay scales;
 - (c) The addition of one point to all pay scales, 1.5% higher than the current scale maximum, with the exception of cleaners and Support Grade Band 1 (trainee);
 - (d) The majority of pay scales would have the existing minimum removed;
 - (e) Under the provisions of our equal pay agreement the salary maxima for Executive Officer 1 and Staff Officer and other relevant analogous grades (who are outside the old PTO, Scientific, related and certain other grades agreement) would be increased to align with the P&T equivalents;

- (f) The cleaner and Support Grade Band 1 (trainee) minima would be increased to the new minimum of the AA scale, whilst the maxima would be increased by a further 3.0%;
- (g) Pay on promotion would increase from 7.5% to 8.0% from 1 April 2004; and
- (h) Box 2 performers would receive an additional non-consolidated bonus of £180 and Box 1 performers would receive an additional non-consolidated bonus of £410.

Implementation

6. The sequence for implementing each pay offer would be:
- The additional point would be added to all pay scales;
 - All eligible fully satisfactory or better performers (ie Box 1, 2 or 3); would be awarded a one point increase;
 - The maxima for Executive Officer 1 and Staff Officer and other relevant analogous grades would be increased to align with P&T equivalents;
 - The minimum pay points would be removed;
 - All pay points would be increased in line with the appropriate offer.

Conclusion

7. The above offers reflect Government pay policy and are the absolute maximum that can be afforded in this pay round. However, Management Side is willing to be flexible in exploring with Trade Union Side how the overall quantum of each offer is broken down should you wish to do so. In particular, we are conscious that Trade Union Side expressed a desire during negotiations to secure as much as possible for revalorisation. We await final costings on a variant of Offer 2 which reallocates the resources to bring the cost of living towards 2%, and would be keen to discuss this with you. However, we need to make it clear that an adjustment to increase the amount for revalorisation would transfer some of the financial benefit from those at the top of scales to those who would also be receiving a one-step progression, and we will need to consider carefully what is in the best interests of staff.
8. Management Side would be keen to resume negotiations as soon as possible.

Yours sincerely

Linda Brown

LINDA BROWN
Director of Personnel