



Agenda for change

Early Implementers newsletter

ISSUE NO. 3

OCTOBER 2003

This is the third issue of the Agenda for Change Newsletter, providing feedback to UNISON members on the latest developments in the twelve Early Implementer sites.

NATIONAL UPDATE

UNISON has held its fourth meeting of Early Implementer Lead Activists and Officers. Below is a summary of the important points to emerge from the meeting.

Communications

Recruitment & Organising Project

Recruitment is a key priority for UNISON. We need to recruit more members and more activists, particularly in the Early Implementer sites where many existing members are involved in Agenda for Change work. All UNISON branches will need a good number of activists willing to do the necessary work to implement Agenda for Change if the second ballot supports national roll-out of the new system.

Recruitment materials with key messages about Agenda for Change, the need to join UNISON and become an active member, are currently in production. As part of a pilot project involving the Health Group and Branch

Development Unit, recruitment packs will be distributed to all staff in participating EI sites toward the end of the year.

At the same time, the materials will be available for other branches to order in the normal way. Advice will be issued to branches once materials are in stock.

AFC Briefing materials

In addition, the AFC briefing materials produced prior to the first national ballot, explaining the main features of the proposals, are being revised and updated in line with current developments. Branches will be advised as soon as they're available to order.

Job profiles

Another set of national job profiles has been issued.

There are now over 150 published profiles and another 40 or more are being prepared. Details can be found on the UNISON website at www.unison.org.uk/healthcare/a4c/jobevaluation.asp

Whilst the published profiles will help EI trusts to match and assimilate many jobs to the new system, a significant number will be subject to local evaluation. Results of the local evaluations will be referred to national level and used to draw up additional national profiles.

As progress is made with the matching, profiling and assimilation of jobs, circumstances may arise whereby a national profile is published for a job that has already been evaluated locally – and where the outcome may be different. In these circumstances, the Joint Secretaries Group (JSG) has agreed that the job-holder may request a review.

Matching & Assimilation

The results of the matching and assimilation process in the EI trusts is being monitored nationally in order to ensure a consistency of approach across all 12 sites. Because this is so important, a member of the Job Evaluation Working Party has been assigned on a full time basis, to monitor and track the outcomes of local matching and local job evaluation processes.

Special Agenda for Change Conference

In addition to the three-day annual health conference in April 2004, UNISON is planning to hold a separate one-day Special Agenda for Change Conference later that year, in order to agree a recommendation for the next national ballot. In the ballot, health members will decide whether Agenda for Change should be extended to the rest of the NHS. Holding the Special Conference later in the year will give UNISON sufficient time to carry out a meaningful evaluation of the impact of Agenda for Change, so that members can base their recommendation on the evidence and information that emerges from the EI sites. Branches will be advised of special conference arrangements as soon as a suitable date has been identified.

PROGRESS IN EARLY IMPLEMENTER SITES

The following section summarises local progress reports from the EI sites.

MATCHING AND PROFILING

The matching process is under way in all twelve sites. The percentage of jobs matched to national profiles is varied, depending on the types of jobs being matched and the availability of suitable national profiles.

More job profiles needed

EI sites have identified the need for profiles in the following categories:

Ambulance Technicians

Ambulance drivers

Human Resource Management

Finance jobs

Information Technology jobs

Knowledge & Skills Framework (KSF)

There are pilot projects working on the implementation of the Knowledge & Skills Framework in each of the Early Implementer sites. For many staff, KSF will be their first experience of annual appraisal and access to training and development. The recruitment of UNISON Learning Reps and Lifelong Learning Advisors to support members and negotiate for training and development opportunities is crucial to its successful implementation.

TERMS & CONDITIONS AND OTHER ISSUES

Guys & St Thomas

The staff-side has lodged a claim of 5% for staff working less than 5 unsocial hours per-week. Discussions on Recruitment & Retention Premia have commenced. There is agreement that new entrants whose hours would increase under Agenda for Change will retain their existing working hours until

assimilation has been completed, i.e. for up to six months.

Guys and St. Thomas have produced a draft Reviews and Appeals Procedure. This is largely based on the Job Evaluation Handbook. The Trust has agreed to add a further, informal appeal stage to the matching process with the aim of reducing the potential number of grievances that could be lodged where members are dissatisfied with the process.

Wearside Health

The staff-side has lodged a claim of 5% for staff working less than 5 unsocial hours per-week.

South-West London and St George's Mental Health Trust

It has been agreed to use the first three months (April, May & June) at the beginning of the financial year to calculate percentage supplements for unsocial hours. However it is recognised that the percentage supplements a member of staff receives may have to be amended to reflect subsequent changes in rotas.

West Kent

The following local agreements have been reached.

- Work outside normal hours will be 5% for all pay bands working up to 5 hours
- On-call will be 1% for less than 1 in 12
- The bicycle rate will be 10p per mile

High Cost Area Allowances: Dartford, Tonbridge, Sevenoaks and Tunbridge Wells areas are being examined to compare vacancy levels and responses to adverts across all posts.

Cost of Living Supplements (COLS) will be converted to a common Recruitment & Retention Premia (RRP) payment of £600 for all staffs entitled to this enhancement.

National Recruitment & Retention Premia: Seven job types have been identified as requiring national Recruitment & Retention Premia. (see Annex I of Proposed Agreement).
Locally agreed Long Term Recruitment & Retention Premia: It has been agreed that 10% Long Term RRP will be paid to HCA's (Equivalent to Whitley Grades A & B) in Tunbridge Wells and Sevenoaks.

A local appeals procedure has been agreed, including an informal stage with access to management and trade union evaluators. The formal stage includes access to a second matching panel or local evaluation, or to a terms & conditions sub-group for assimilation, protection or unsocial hours issues.

First groups of staffs in the Maidstone area are due to assimilate to new arrangements on 25 October.

Avon & Wiltshire

Policies and procedures being negotiated include Job Matching & Evaluation Process; Recruitment & Retention Premia; Out of Hours; Training & Development and Performance Management. The Staff-Side has submitted an initial 9% bid for unsocial hours payments under 5 hours.

A reminder of where the EI sites are:

James Paget Healthcare NHS Trust
Guy's & St Thomas' Hospital NHS Trust
City Hospitals Sunderland NHS Trust
Papworth Hospital NHS Trust
Aintree Hospitals NHS Trust
Avon & Wiltshire Mental Health Partnership NHS Trust
S West London & St George's Mental Health NHS Trust
West Kent NHS & Social Care Trust
Herefordshire NHS Primary Care Trust
Central Cheshire Primary Care Trust
North East Ambulance Service NHS Trust
East Anglian Ambulance NHS Trust

Agenda for Change pay scales 2003/4

Attached is a table showing the Agenda for Change pay rates for 2003/4 which have been implemented in the EI sites

AGENDA FOR CHANGE PAY RATES 2003 / 4

Point	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8				
								Range A	Range B	Range C	Range D	
1	10,426	10,632*										
2	10,787											
3	11,148	11,148	11,303*									
4	11,458	11,458										
5		11,768	11,768*									
6		12,129										
7		12,490	12,335*									
8		12,852	12,852	13,058*								
9		13,316	13,316									
10		13,832	13,832	13,832*								
11			14,142									
12			14,555	14,348*								
13			15,019	15,019								
14			15,381	15,381	15,381*							
15				15,948	16,000*							
16				16,516	16,516*							
17				17,032								
18				17,548	17,548							
19				18,064	18,064	18,322*						
20					18,581							
21					19,200	19,200*						
22					19,819							
23					20,387	20,129*						
24					20,955	20,955						
25					21,780	21,780	21,368*					
26					22,710	22,710	22,710*					
27						23,639						
28						24,464	24,051*					
29						25,290	25,290					
30						26,116	26,116					
31						27,045	27,045					
32						28,387	28,387					
33							29,213	29,213*				
34							30,142	30,142*				
35							31,174	31,174*				
36							32,258	32,258				
37							33,342	33,342	33,342*			
38								34,684	34,684*			
39								36,026	36,026*			
40								37,574	37,574			
41								38,709	38,709	38,709*		
42									40,671	40,671*		
43									42,942	42,942*		
44									45,213	45,213		
45									46,451	46,451	46,451*	
46										48,516	48,516*	
47										50,787	50,787*	
48										54,193	54,193	
49										55,742	55,742	
50											58,064	
51											60,903	
52											64,000	
53											67,096	

To calculate hourly rates, divide annual salary by 52.14 and again by 37.5

*Pay rates in italic are special transitional points which apply only during assimilation to the new system. They are shown here for convenience. They are explained more fully in Section 46.

ends