**Claim Elements**

**Hourly paid, temporary, fixed term or casual staff working in a college for more than two years to be offered a permanent post on a pro-rata basis that is commensurate with the hours they actually work**

It is recommended the colleges continue to regularly review their establishment: flexibility ratios to ensure they continue to reflect and plan for the changing business and operating environment and keeping the requirements of the regulations in mind.

Similarly, in line with the regulations and any existing agreements, colleges should identify any staff who have been employed on fixed term contracts of four years or more and take any appropriate action needed.

It is suggested that a joint working group be formed to develop models of good practice

**All colleges to ensure fair pay for women by conducting Equal Pay Audits or reviewing any existing audits: identifying any gender pay gap; and constructing an Action Plan with the Trade Unions locally to eliminate any such gaps.**

As responsible employers, it is recommended that colleges review their existing audits or make use of NJF’S agreed toolkit to identify and assure themselves that males and females undertaking exactly the same work are paid equally.  Where gaps are identified or there is potential for a pay gap to develop, colleges should seek to identify and address the matter through an action plan and consult with staff and workforce representatives on the plan and its implementation.

It should be noted that for the majority of colleges this is a routine action for HR functions who will undertake such activities in the general course of their work.

**The starting rates to be no lower than the Living Wage Foundation rates of £8.25 outside of London and £9.40 in London with annual up rating.  Colleges to work to become Living Wages Foundation accredited.**

The pay arrangements in many colleges are already equivalent to or greater than the Living Wage Foundation rates.

Where this is not the case, colleges should consider strategies to address this as part of an overall review of reward, employment offering and job design.  The decision on whether or not to formalise accreditation is a matter for individual colleges based on their particular circumstances.

**£1 extra per hour for all staff.**

Whilst it is recognised that this element of the claim is intended to address pay at the lower end of the pay spines,  for colleges (based upon the current AoC pay spines) this represents increases of between 10.2% - 13.1% before employers on costs are accounted for and would in the main be unaffordable for most colleges.

**Pay Recommendation**

The AoC remains mindful of the continuing financial challenges facing colleges and the expected increases in relation to pay costs when considering its recommendation.  The clear messages from Area based reviews have also been taken into account. There may be good and valid reasons in some cases for the higher % of pay: income than the benchmark and it will be for colleges to put forward compelling reasons to support their decisions.

In line with the headline pay recommendations in public services for 2016/17, the AoC will recommend the following to its members:-

1% increase applied to all points or £250 where this is more beneficial (typically salaries <£25k).

Where an award is made and affordable, colleges should implement with effect from either August 1, their usual ‘award’ date where this is not August 1 or at the nearest available date thereafter subject to local conditions.