

University College London UNISON Branch

Incorporating London School of Hygiene (LSHTM) and Royal Vet College (RVC)



Your Job is Being Re- Graded

**Find out more inside, and how UNISON
can help you**

The Pay Framework Agreement

In the summer of 2003 a new National Pay and Grading Framework was proposed by the employers' group at the higher education negotiating body. This has now been accepted by all 7 trade unions in the sector, and is being implemented at all institutions.

- The Framework is intended to ensure equal pay for work of equal value and requires institution-wide job evaluation to rank all jobs.
- When this has been done, new grading structures can be developed around the national single pay spine which will apply to all staff in the sector.
- The Framework also requires institutions to perform an equal pay audit to identify any further elements of inequality.
- Other aspects of the Framework concern harmonisation of working hours and annual leave, recruitment and retention premia and market supplements. All of these are being negotiated at local level by the trade unions.

How is this being implemented at UCL?

- UCL has chosen HERA as its Job Evaluation scheme, and will be asking all staff to complete Job Description Outlines between October 2004 and March 2005.
- These will then be scored by panels of trained analysts. UNISON has 4 members on these panels.
- When scoring is complete, the unions will be involved in the pay-modelling exercise to determine the new grading structure for UCL. Staff with the same HERA score will be on the same grade, no matter what their staff group is.

It is hoped that the whole process will be completed in time for implementation on 1st August 2005.

How can UNISON help me during this?

- UNISON has a number of representatives who will be able to advise you during the job evaluation process.

What happens if my job is down-graded?

- There is pay protection (your pay is frozen) – “red circling” - for up to 4 years. If the top increment on your new grade hasn't caught up with your present salary by this time, you will drop to this point on the new grade.
- Alternatively you can request increased responsibilities which would give you a score on a grade where your current salary would exist, or you could be considered for a move to a grade with your current salary.

What happens if my job is up-graded?

- You get paid more! If the salary increase would be more than 10% it can be phased over 2 years.
- Or you can opt to reduce your responsibilities to a level matching your current salary, or ask to be considered for a move to a lower grade.

What if I'm unhappy with my new grade?

- There will be an appeals process. UNISON representatives will be able to advise and represent you during this process.
- The details of the Appeals Procedure are being negotiated by UNISON and the other trade unions.

UNISON contacts at UCL

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