

Our Ref: FM
Your Ref: RN/UNISON

Private & Confidential
Rebecca Noon
SEPA
Strathallan House
The Castle Business Park
Stirling
FK9 4TZ

If telephoning ask for:
Fiona Martin

24 January 2019

Dear Rebecca

Pay Offer 2018-19

As you know we've had a number of discussions over the last months regarding the UNISON pay claim and this letter sets out the best offer that SEPA is able to make in response to this claim.

Your pay claim refers to payment for accrued flexi time which we've agreed to remove from the pay discussions and progress as a separate issue. We have also agreed that we will discuss payment in regard of EU holiday pay as a separate issue.

This means I have focussed in the pay offer on the substance of our pay offer and what it means for members.

SEPA will apply a 3% increase to all pay steps within Bands H-D. A 2% increase will apply to all pay points in pay bands C-A.

The incremental steps within Bands H-F will be re-adjusted to reinstate incremental steps that are 2.4% apart.

We are also proposing a non-consolidated, pro-rated payment of 1% for staff at the top of bands C-A as at 31 March 2018 who will not receive progression. This will help this group of staff who otherwise would receive the lowest increase of 2% increase as per the Pay Policy.

What does this mean for individuals?

If this offer is accepted it means staff will receive the following:

If you are within a band and due incremental progression

- *Pay bands H-T - up to 7.6% (3-5.2% salary + 2.4% progression)*
- *Pay bands E-D - 5.4% (3% salary + 2.4% progression)*
- *Pay bands C-A - 4.4% (2% salary + 2.4% progression)*

Incremental progression for this financial year has already been implemented following Scottish Government approval.

If you are already at the maxima of your band

- *Pay band H-T - 3.3%-5.2%*

- Pay band E-D – 3%
- Staff in pay band C-A – 2% + 1% non-consolidated payment pro-rated for part time hours

A copy of the revised pay scales is enclosed, showing what this would mean across the pay structure.

We're proposing a 6.5% increase on the following allowances:

- Islands Allowance
- Out of Hours On Call Allowance
- Out of Hours Disturbance Allowance
- Survey Vessel On Board Allowance
- First Aider Allowance
- Site Safety Auditor Allowance

The business mileage rates will remain unchanged to continue to reflect the HMRC approved rates. Overnight accommodation rates and meal rates will also remain unchanged.

As in previous years we remain committed to supporting the policy of no compulsory redundancy. To continue to achieve this objective it's important we continue to work together to achieve greater flexibility that works for staff and for SEPA.

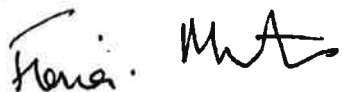
An Equality Impact Assessment (EqIA) will be carried out to reflect this updated pay offer and a copy will be provided to you.

I look forward to hearing your feedback on this offer including whether or not you intend to ballot members. The pay offer will continue to be included on the agenda for the JNCC meetings and we have a series of sub group pay meetings scheduled for the coming weeks.

As you will be aware the Scottish Government Pay Policy for 2019/20 has now been published and we wish to start working now with Unison on next year's pay remit and pay offer.

If you have any queries or wish to discuss this offer please let me know.

Yours sincerely



Fiona Martin
Chief Officer, People and Property

Enc – proposed pay scales 2018/19
Equalities impact assessment

Proposed Pay Scales 2018-19

Point	H	G	F	T	E	D	C	B	A
7	-	-	-	-	32,405	39,175	49,178	58,060	71,874
6	17,876	20,947	25,557	-	31,645	38,257	48,026	56,699	70,189
5	17,457	20,456	24,958	-	30,904	37,360	46,900	55,369	68,545
4	17,048	19,977	24,373	-	30,179	36,485	45,800	54,073	66,939
3	-	19,509	23,802	-	29,472	35,630	44,727	52,805	65,369
2	-	19,052	23,244	26,171	28,780	34,795	43,679	51,568	63,836
1	-	18,605	22,699	25,558	28,106	33,980	42,655	50,358	62,341

