



XX April, 2007

Members Name,
Members Dept,

Dear Colleague

NEGOTIATED PAY DEAL – BALLOT PAPER ENCLOSED

I am writing to you to explain the main points of the deal that we have reached with theover pay and conditions and explain to you why the Union is recommending the deal.

This agreement is the product of more than two years of partnership working and discussion. It has required all parties to compromise. This means that not all of the points which the Union would have wanted in the final agreement are actually incorporated. However, we genuinely believe that the deal is the best that we can negotiate in the circumstances and that we have gone as far as we can to address the various issues arising through collective bargaining.

The main points of the deal are as follows:

JOB EVALUATION AND EQUAL PAY

- An institution-wide job evaluation project is currently being undertaken which will underpin the single pay structure within the university. In this way, we hope to address equal pay concerns on a broader level than we would be able to if we concentrated on litigation alone.
- Under the new single structure, people's jobs will be evaluated. Those people whose jobs are found to have been undervalued will be "green-circled" and placed on their new, higher rate with effect from 1 August 2006
- Those who are matched to a job which is lower than their provisional match will be "red-circled" and will have their current salary preserved for up to 4 years. Those people affected will receive, where applicable, the increment due on 1 August 2006, and will continue to receive the nationally negotiated pay increases. A number of measures have been agreed to assist red-circled employees to maintain their salary by either increasing the responsibilities of the post where applicable, or they will be given the opportunity to move to a post at a higher grade if one becomes available, however, this may not be possible in all cases.

- We are not pretending that this agreement necessarily delivers equal pay, which is the employer's responsibility to ensure. However, we consider that implementing this system makes it much more likely that we can tackle any equal pay issues.
- Those employees who are "green-circled" may, after being evaluated and placed into the new structure, have an equal pay claim, including a claim for up to six years' back-pay. This might include a claim for the period in which a pay rise over 10% was implemented. This will not always be the case, and depends on a number of legal factors, some of which are highly complex, such as whether you can show an appropriate comparator of the opposite gender, and how long you can establish that an equal pay claim should run for. An equal pay claim can be brought at any time while in a stable employment relationship or up to six months' afterwards. Changing employment status, e.g. from temporary to permanent, or getting a promotion, may well start time running so you should seek advice promptly from your Regional Officer if in doubt.
- Amicus will be investigating equal pay claims once the job evaluation process is complete. If you consider that you potentially have such a claim once the process has been carried out, you should approach your local representative for further advice.
- On the issue of pay protection, it is of course never ideal when members have to suffer potential pay cuts. However, we do not believe that full equalisation up is a realistic goal in light of the University's resources. Too long a period of pay protection is likely to entrench pay differences between men and women and we want to make sure that we avoid this if possible. On the other hand, we recognise that if a job has been historically overvalued, this is not the fault of the person in the job, who has adjusted their life to a certain level of income and so a decent period of pay protection was warranted.
- Our aim is to implement a system which supports equal pay, within our overall framework of doing the best that we can for all members and minimising where possible the undermining of previously negotiated terms and conditions.

MEMORANDUM OF UNDERSTANDING – ISSUES ARISING

The UCU Memorandum of Understanding is a side letter to the Framework agreement, in which the universities agree that academic staff will suffer no detriment in terms of pay progression expectations. The University has applied this principle across the board to *all* current members of staff, whenever it is consistent with equal pay requirements.

HARMONISATION OF CONDITIONS

Hours of work for all staff is now 36.25 effective from 1st August, 2006 . This figure whilst not in line with Amicus national policy it was the best we could negotiate.

There is no change on holidays, except for staff in the new grade 7 and above, whose conditions reflect the working practices of these groups.

Other issues agreed on harmonisation include Overtime; Sickness Leave Arrangements; Probation; Notice Period; Incremental Dates; Retirement Date; Superannuation protection for staff who are currently on the Dundee Superannuation Scheme but who may now be in a Grade where the USS is appropriate.

Trades Staff have some special issues and these are dealt with separately. ie

Overtime; Standby; Standby during compulsory holidays i.e Christmas/New Year period; Service Pay and other allowances which are covered within the role analysis exercise:

When the evaluation is complete further joint meeting(s) might be necessary to address any new/old issues which have come to light following the evaluation of this group of staff.

Amicus did achieve up to a 4 year pay protection period for members of staff who were 'red-circled' through the role analysis exercise.

With the exception of red-circled posts no employee covered by this agreement suffers detriment.

WHY AMICUS IS RECOMMENDING THE DEAL

One collective agreement can't change everything that is unfair about our pay and conditions. However, we consider that in the circumstances, we have been able to strike a deal which is to the advantage of the majority of our members and starts to address equal pay issues. On this basis, we recommend it to you.

Yours faithfully

Group Chairman on behalf of your local Executive