

**JOINT CONCILIATION COMMITTEE OF THE
HEATING, VENTILATING AND DOMESTIC ENGINEERING INDUSTRY**

COMPRISING:

Heating and Ventilating Contractors' Association (HVCA)

93

Amicus

ESCA HOUSE,
34 PALACE COURT,
BAYSWATER,
LONDON W2 4JG

TEL: 020 7313 4900

[X October, 2006]

**TO EMPLOYERS AND EMPLOYEES IN THE HEATING, VENTILATING, AIR CONDITIONING,
PIPING AND DOMESTIC ENGINEERING INDUSTRY**

Dear Sir/Madam

- (a) Three-year Wage Agreement for 2006/07-2008/09 effective from 6 November 2006; and**
- (b) Introduction of an Agreed Note for Guidance to Clause 6 of the National Agreement (Grading Definitions)**

1 Introduction and Summary

1.1 The purpose of this letter is to advise you of the terms of the three-year Wage Agreement for Operatives in the Heating and Ventilating Contracting Industry between the Heating and Ventilating Contractors' Association ("the Association") and Amicus ("the Union"), with effect from **6 November 2006**.

1.2 The main changes are as follows:

As from Monday 2 October 2006:

- i an increase in the level of the Combined Weekly Holiday Credit and Welfare Contribution;

As from Monday 6 November 2006:

- ii an increase of 3½ per cent in all hourly wage rates;
- iii a corresponding increase in Responsibility Allowances;
- iv a corresponding increase in Premium Rate 1 and Premium Rate 2 (used as the premium payment in calculating overtime rates);
- v a corresponding increase in Daily Travelling Allowance;
- vi a corresponding increase in Weekly Sickness and Accident Benefit;
- vii an increase in the nightly rate of Lodging Allowance;

As from Monday 3 September 2007:

- viii an increase of 3½ per cent in all hourly wage rates;
- ix a corresponding increase in Responsibility Allowances;
- x a corresponding increase in Premium Rate 1 and Premium Rate 2 (used as the premium payment in calculating overtime rates);

- xi a corresponding increase in Daily Travelling Allowance;
- xii an increase in the nightly rate of Lodging Allowance (to be advised separately);

As from Monday 1 October 2007:

- xiii a corresponding increase in Weekly Sickness and Accident Benefit;
- xiv an increase in the level of the Combined Weekly Holiday Credit and Welfare Contributions;

As from Monday 6 October 2008:

- xv an increase of 4 per cent in all hourly wage rates;
- xvi a corresponding increase in Responsibility Allowances;
- xvii a corresponding increase in Premium Rate 1 and Premium Rate 2 (used as the premium payment in calculating overtime rates);
- xviii a corresponding increase in Daily Travelling Allowance;
- xix a corresponding increase in Weekly Sickness and Accident Benefit;
- xx an increase in the level of the Combined Weekly Holiday Credit and Welfare Contributions; and
- xxi an increase in the nightly rate of Lodging Allowance (to be advised separately).

- 1.3 The detailed increases in rates and allowances are in the Table at **Appendix 1**.
- 1.4 The detailed increases in Premium Rate 1 and Premium Rate 2 are in the Tables at **Appendix 2**.
- 1.5 A change to the wording of one of the agreed Notes for Guidance to the Agreement is outlined below.
- 1.6 This Wage Agreement is on the understanding that there will be no further increase before Monday 5 October 2009 in: hourly rates and allowances; Premium Rates 1 and 2; Daily Travelling Allowance; Weekly Sickness and Accident Benefit; or the Combined Weekly Holiday Credit and Welfare Contribution.
- 1.7 However, in order to put the Amicus negotiating team in a position where they could positively recommend this wage settlement for acceptance by their members, the Association recognises that the Union may wish to make representations to the Association's negotiators, in the event that inflation as measured by the Consumer Price Index for October 2007 and October 2008 exceeds the level of increase set out under the terms of this Wage Agreement.

2 Substantive Changes to the Operative National Agreement

2.1 Notes for Guidance to Clause 6: Grading Definitions

The Association and the Union have agreed to insert additional wording in the Note for Guidance to Clause 6 of the National Agreement, as follows:

“Clause e – Mate

For the avoidance of doubt, the semi-skilled tasks that can be undertaken by Mates may include, among other things, the installation of support systems and modularised components – but only on large sites and not to the detriment of senior grades”.

- 2.2 This change is effective from **6 November 2006**.

3 Commitment to Further Discussions

3.1 Tea Breaks and Unproductive Time

The Association and the Union recognise that:

- i the formal provisions at Clause 4c of this Operative National Agreement relating to tea-breaks involve payments for unproductive time; and

- ii the arrangements envisaged in the Agreement may be incompatible with health and safety legislation to the extent that the legislation does not allow tea to be taken at the workplace.

In the light of this, the Association and the Union agree jointly to review those provisions of the National Agreement relating to break time, with a view to developing more equitable and practicable arrangements. This joint review of the break time provisions of the Agreement shall not be taken to assume any dilution of that part of the existing provisions at Clause 4c which require Operatives' co-operation in minimising the interruption to production and limiting the actual amount of time taken at breaks to the time necessary to drink tea.

3.2 Use of Agency Labour

In the light of developments in the industry over recent years in relation to the growth of agency labour, the Association and the Union have agreed to further joint discussion to review the provisions of Clause 1d of the National Agreement.

4 Employment Equality (Age) Regulations 2006

4.1 Following the introduction of the Employment Equality (Age) Regulations 2006 with effect from 1 October 2006, the Association and the Union have reviewed those aspects of this Wage Agreement affected by the new Regulations and have agreed changes as follows:

4.2 Mates

- i The National Agreement had previously provided for three age-related hourly rates for the Mate grade, as follows: Mate (under 17); Mate (17-18 inclusive); and Mate (over 18). With effect from the date of this Wage Agreement, these arrangements will be changed to reflect the structure of the National Minimum Wage and be replaced by two hourly rates, as follows: Mate (aged 16 and 17); and Mate (aged 18 and over);
- ii Mates with a 3 October 2005 hourly rate of £4.91 (from 6 November 2006: £5.08) will retain this rate on a mark-time basis until they qualify for the hourly rate for the Mate (aged 18 and over);

4.3 Junior Ductwork Trainees

- iii With effect from the date of this Wage Agreement, the pay structure for Junior Ductwork Trainees will no longer differentiate on the basis of the age of candidates at the commencement of their training;
- iv Junior Ductwork Trainees with a current hourly rate in excess of the rates shown in this Wage Agreement for 6 November 2006 will retain that rate on a mark-time basis until it is overtaken at a later stage by the relevant rate for the appropriate phase of training set out in this Agreement; and
- v Employers who need advice on managing the pay progression of Junior Ductwork Trainees in the light of these developments are advised to contact the HVCA Employment Affairs Department.

5 Wage Packet Leaflets

5.1 A short leaflet giving details of this Agreement for inclusion in Operatives' wage packets will be available shortly free of charge from:

HVCA Publications
Old Mansion House
Eamont Bridge
Penrith
Cumbria CA10 2BX

Tel: 01768 860405
Fax: 01768 860401
E-mail: hvcapublications@welplan.co.uk

Signed on behalf of and as authorised by
HEATING AND VENTILATING CONTRACTORS' ASSOCIATION
R.J. HIGGS OBE, Chief Executive

Signed on behalf of and as authorised by
AMICUS
T. HARDACRE, Construction Industry Lead Officer

WAGE RATES, ALLOWANCES AND OTHER PROVISIONS

RATES AND ALLOWANCES	<i>From 3 October 2005</i>				<i>From 6 November 2006</i>				<i>From 3 September 2007</i>				<i>From 6 October 2008</i>			
HOURLY RATES OF WAGES	£				£				£				£			
Foreman	13.20				13.66				14.14				14.71			
Senior Craftsman (RAS + RAW)	12.25				12.70				13.13				13.66			
Senior Craftsman (RAS)	11.80				12.23				12.65				13.16			
Senior Craftsman (RAW)	11.35				11.76				12.17				12.66			
Senior Craftsman	10.90				11.29				11.69				12.16			
Craftsman (+ 2 RA)	10.90				11.29				11.69				12.16			
Craftsman (+ 1 RA)	10.45				10.82				11.21				11.66			
Craftsman	10.00				10.35				10.73				11.16			
Installer	9.07				9.39				9.72				10.11			
Adult Trainee	7.64				7.91				8.19				8.52			
Mate (Over 18) (1)	7.64				Mate (18 and over) 7.91				8.19				8.52			
Mate (17-18 inclusive) (1)	4.91				Mate (16-17) 3.67				3.80				3.95			
Mate (under 17) (1)	3.55															
<i>Modern Apprentices</i>																
Junior	4.97				5.14				5.32				5.53			
Intermediate	7.03				7.28				7.54				7.84			
Senior	9.07				9.39				9.72				10.11			
<i>Junior Ductwork Trainees (2)</i>	Probation	1st	2nd	3rd	Probation	1st	2nd	3rd	Probation	1st	2nd	3rd	Probation	1st	2nd	3rd
<i>Age at Entry</i>	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
17	4.09	4.92	6.29	7.65	} 4.66	5.80	7.21	8.18	4.82	6.00	7.46	8.47	5.01	6.24	7.76	8.81
18	4.92	6.29	7.65	8.16		6.29	7.71	8.52	6.00	7.46	8.47	5.01	6.24	7.76	8.81	
19	6.29	7.65	7.71	8.52		7.65	8.10	8.53	7.46	8.47	5.01	6.24	7.76	8.81		
20	7.65	7.65	8.10	8.53		8.10	8.53	8.53	8.47	8.47	5.01	6.24	7.76	8.81		
RESPONSIBILITY ALLOWANCE (CRAFTSMAN) (3)	p per hour				p per hour				p per hour				p per hour			
Second welding skill or supervisory responsibility (One unit of Responsibility Allowance)	45				47				48				50			
Second welding skill and supervisory responsibility (Two units of Responsibility Allowance)	90				94				96				£1.00			
RESPONSIBILITY ALLOWANCE (SENIOR CRAFTSMAN) (3)																
Second welding skill	45				47				48				50			
Supervisory responsibility	90				94				96				£1.00			
Second welding skill and supervisory responsibility	£1.35				£1.41				£1.44				£1.50			
DAILY ABNORMAL CONDITIONS MONEY																
£ per day	2.99								<i>No change</i>							
LODGING ALLOWANCE																
£ per night	28.10				28.60								<i>To be confirmed</i>			

- Notes:**
- (1) See paragraphs 4.1 and 4.2 of the main body of this JCC Letter.
 - (2) See paragraphs 4.1 and 4.3 of the main body of this JCC Letter.
 - (3) This Table shows the rate for each grade with the different possible combinations of Responsibility Allowance *already included*. Provided the correct combination is identified no further monies for Responsibility Allowances need to be added to the hourly rates of wages shown above.

WAGE RATES, ALLOWANCES AND OTHER PROVISIONS/Continued

DAILY TRAVELLING ALLOWANCE – SCALE 1 – Payable in accordance with Clause 15 b i of the Operative National Agreement											
C Craftsmen including Installers											
M&A Mates, Apprentices, Adult Trainees											
<i>From 6 November 2006</i>				<i>From 3 September 2007</i>				<i>From 6 October 2008</i>			
Direct distance from centre to job in miles		£		Direct distance from centre to job in miles		£		Direct distance from centre to job in miles		£	
Over	Not exceeding	C	M&A	Over	Not exceeding	C	M&A	Over	Not exceeding	C	M&A
0	15	6.21	6.21	0	15	6.43	6.43	0	15	6.69	6.69
15	20	8.48	8.16	15	20	8.78	8.45	15	20	9.13	8.79
20	30	12.05	11.26	20	30	12.47	11.65	20	30	12.97	12.12
30	40	14.61	13.48	30	40	15.12	13.95	30	40	15.73	14.51
40	50	17.27	15.68	40	50	17.87	16.23	40	50	18.59	16.88
DAILY TRAVELLING ALLOWANCE – SCALE 2 – Payable in accordance with Clause 15 b ii of the Operative National Agreement											
C Craftsmen including Installers											
M&A Mates, Apprentices, Adult Trainees											
<i>From 6 November 2006</i>				<i>From 3 September 2007</i>				<i>From 6 October 2008</i>			
Direct Distance from centre to job in miles		£		Direct distance from centre to job in miles		£		Direct distance from centre to job in miles		£	
Over	Not exceeding	C	M&A	Over	Not exceeding	C	M&A	Over	Not exceeding	C	M&A
15	20	2.27	1.95	15	20	2.35	2.02	15	20	2.44	2.10
20	30	5.84	5.05	20	30	6.04	5.23	20	30	6.28	5.44
30	40	8.40	7.27	30	40	8.69	7.52	30	40	9.04	7.82
40	50	11.06	9.47	40	50	11.45	9.80	40	50	11.91	10.19
WEEKLY SICKNESS AND ACCIDENT BENEFIT – Payable in Accordance with the Rules of the WELPLAN and Holiday Scheme Supplement to the National Agreement (Note 4)											
<i>From 6 November 2006</i>			<i>From 1 October 2007</i>			<i>From 6 October 2008</i>					
Credit Value Category (Note 5)	Weeks 1-28 £	Weeks 29-52 £	Credit Value Category (Note 5)	Weeks 1-28 £	Weeks 29-52 £	Credit Value Category (Note 5)	Weeks 1-28 £	Weeks 29-52 £			
a	185.57	92.82	a	192.15	96.11	a	199.92	99.96			
b	185.57	92.82	b	192.15	96.11	b	199.92	99.96			
c	154.07	77.07	c	159.53	79.80	c	165.97	83.02			
d	154.07	77.07	d	159.53	79.80	d	165.97	83.02			
e	154.07	77.07	e	159.53	79.80	e	165.97	83.02			
f	140.70	70.35	f	145.67	72.87	f	151.55	75.81			
g	127.26	63.63	g	131.81	65.94	g	137.13	68.60			
h	101.64	50.82	h	105.28	52.64	h	109.55	54.81			
i	74.13	37.10	i	76.79	38.43	i	79.94	39.97			
j	74.13	37.10	j	76.79	38.43	j	79.94	39.97			
k	27.86	13.93	k	28.91	14.49	k	30.10	15.05			
l	27.86	13.93	l	[No grade allocated]	[No grade allocated]	l	[No grade allocated]	[No grade allocated]			
m	5.11	2.59	m	5.32	2.66	m	5.60	2.80			
		<i>From 3 October 2005</i>		<i>From 6 November 2006</i>		<i>From 1 October 2007</i>		<i>From 6 October 2008</i>			
DEATH BENEFIT FOR DEPENDANTS		£33,600		£34,800		£36,100		£37,400			
ACCIDENTAL DISMEMBERMENT		£17,000		£17,700		£18,400		£19,100			
PERMANENT TOTAL DISABILITY BENEFIT		Up to and including age 54: £17,000	Up to and including age 54: £17,000	Up to and including age 54: £17,700	} <i>To be confirmed</i>	} <i>To be confirmed</i>					
		Ages 55-59 inclusive: £11,300	Ages 55-59 inclusive: £11,800	Ages 55-59 inclusive: £11,800							
		Ages 60-64 inclusive: £ 5,700	Ages 60-64 inclusive: £ 6,000	Ages 60-64 inclusive: £ 6,000							
INDEX BENEFITS											
Loss of four fingers or thumb		£3,400		£3,600		£3,800		£4,000			
Loss of index finger		£2,300		£2,400		£2,500		£2,600			
Loss of any other finger		£ 560		£ 580		£ 610		£ 640			
Loss of big toe		£1,100		£1,150		£1,200		£1,250			
Loss of any other toe		£ 280		£ 290		£ 305		£ 320			

WEEKLY HOLIDAY CREDIT AND WELFARE CONTRIBUTIONS								
From 2 October 2006			From 1 October 2007			From 6 October 2008		
Credit Value Category (Note 5)	Weekly Holiday Credit £	Combined Weekly Holiday Credit and Welfare Contribution £	Credit Value Category (Note 5)	Weekly Holiday Credit £	Combined Weekly Holiday Credit and Welfare Contribution £	Credit Value Category (Note 5)	Weekly Holiday Credit £	Combined Weekly Holiday Credit and Welfare Contribution £
a	65.06	71.53	a	66.18	73.01	a	70.05	77.16
b	60.51	66.98	b	61.51	68.34	b	65.12	72.23
c	58.26	64.73	c	59.24	66.07	c	62.71	69.82
d	56.00	62.47	d	56.96	63.79	d	60.30	67.41
e	53.83	60.30	e	54.77	61.60	e	57.99	65.10
f	51.61	58.08	f	52.53	59.36	f	55.61	62.72
g	49.34	55.81	g	50.24	57.07	g	53.18	60.29
h	44.75	51.22	h	45.52	52.35	h	48.18	55.29
i	37.69	44.16	i	38.35	45.18	i	40.60	47.71
j	34.68	41.15	j	35.29	42.12	j	37.34	44.45
k	24.56	31.03	k	24.98	31.81	k	26.43	33.54
l	23.95	30.42	l	[No grade allocated]	[No grade allocated]	l	[No grade allocated]	[No grade allocated]
m	17.48	23.95	m	17.78	24.61	m	18.82	25.93

Notes/continued:

- (4) Payment of sick pay, accidental dismemberment benefits, death benefit and permanent total disability benefit is discretionary and the amounts stated are the maxima.
- (5) From **2 October 2006**, the grades of H&V Employees covered by the range of credit values and entitled to the different rates of Sickness and Accident Benefit, and Weekly Holiday Credit and Welfare Contribution are as follows:

a	Foreman	f	Craftsman (+1 RA)	j	Intermediate Modern Apprentice
b	Senior Craftsman (RAS + RAW)	g	Craftsman	k	Junior Modern Apprentice
c	Senior Craftsman (RAS)	h	Installer	l	Mate (17 – as defined in paragraph 4.2 ii of the main body of this JCC Letter – otherwise use Credit Value Category m)
d	Senior Craftsman (RAW)	i	Senior Modern Apprentice	m	Mate (16-17)
e	Senior Craftsman Craftsman (+2 RA)		Adult Trainee Mate (18 and over)		

From **1 October 2007**, the grades of H&V Employees covered by the range of credit values and entitled to the different rates of Sickness and Accident Benefit, and Weekly Holiday Credit and Welfare Contribution are as follows:

a	Foreman	f	Craftsman (+1 RA)	j	Intermediate Modern Apprentice
b	Senior Craftsman (RAS + RAW)	g	Craftsman	k	Junior Modern Apprentice
c	Senior Craftsman (RAS)	h	Installer	l	[No grade allocated to this Credit Value Category]
d	Senior Craftsman (RAW)	i	Senior Modern Apprentice	m	Mate (16-17)
e	Senior Craftsman Craftsman (+2 RA)		Adult Trainee Mate (18 and over)		

APPENDIX 2
to JCC LETTER 93

**PREMIUM RATE 1 AND PREMIUM RATE 2 – USED AS THE PREMIUM
PAYMENT IN CALCULATING OVERTIME RATES**

GRADES	<i>From 6 November 2006</i>				
	Basic rate for all hours	Premium Rate 1	Total Overtime Payment (See Note 1)	Premium Rate 2	Total Overtime Payment (See Note 2)
	£	£	£	£	£
Foreman	13.66	5.59	19.25	11.17	24.83
Senior Craftsman (RAS+RAW)	12.70	5.21	17.91	10.41	23.11
Senior Craftsman (RAS)	12.23	5.02	17.25	10.03	22.26
Senior Craftsman (RAW)	11.76	4.81	16.57	9.64	21.40
Senior Craftsman	11.29	4.63	15.92	9.25	20.54
Craftsman (+2 RA)	11.29	4.63	15.92	9.25	20.54
Craftsman (+1 RA)	10.82	4.43	15.25	8.86	19.68
Craftsman	10.35	4.24	14.59	8.48	18.83
Installer	9.39	3.85	13.24	7.70	17.09
Adult Trainee	7.91	3.24	11.15	6.48	14.39
Mate (18 and over)	7.91	3.24	11.15	6.48	14.39
Mate (16-17)	3.67	1.51	5.18	3.00	6.67
Senior Apprentice	9.39	3.85	13.24	7.70	17.09
Intermediate Apprentice	7.28	2.98	10.26	5.97	13.25
Junior Apprentice	5.14	2.10	7.24	4.23	9.37

GRADES	<i>From 3 September 2007</i>				
	Basic rate for all hours	Premium Rate 1	Total Overtime Payment (See Note 1)	Premium Rate 2	Total Overtime Payment (See Note 2)
	£	£	£	£	£
Foreman	14.14	5.79	19.93	11.56	25.70
Senior Craftsman (RAS+RAW)	13.13	5.39	18.52	10.77	23.90
Senior Craftsman (RAS)	12.65	5.20	17.85	10.38	23.03
Senior Craftsman (RAW)	12.17	4.98	17.15	9.98	22.15
Senior Craftsman	11.69	4.79	16.48	9.57	21.26
Craftsman (+2 RA)	11.69	4.79	16.48	9.57	21.26
Craftsman (+1 RA)	11.21	4.59	15.80	9.17	20.38
Craftsman	10.73	4.39	15.12	8.78	19.51
Installer	9.72	3.99	13.71	7.97	17.69
Adult Trainee	8.19	3.35	11.54	6.71	14.90
Mate (18 and over)	8.19	3.35	11.54	6.71	14.90
Mate (16-17)	3.80	1.56	5.36	3.11	6.91
Senior Apprentice	9.72	3.99	13.71	7.97	17.69
Intermediate Apprentice	7.54	3.08	10.62	6.18	13.72
Junior Apprentice	5.32	2.17	7.49	4.38	9.70

Notes: (1) See Clauses **9f** and **9h(i)** of the Operative National Agreement

(2) See Clause **9h(i)-(iii)** of the Operative National Agreement

APPENDIX 2
to JCC LETTER 93 (Continued)

**PREMIUM RATE 1 AND PREMIUM RATE 2 – USED AS THE PREMIUM
PAYMENT IN CALCULATING OVERTIME RATES**

GRADES	<i>From 6 October 2008</i>				
	Basic rate for all hours	Premium Rate 1	Total Overtime Payment (See Note 1)	Premium Rate 2	Total Overtime Payment (See Note 2)
	£	£	£	£	£
Foreman	14.71	6.02	20.73	12.02	26.73
Senior Craftsman (RAS+RAW)	13.66	5.61	19.27	11.20	24.86
Senior Craftsman (RAS)	13.16	5.41	18.57	10.80	23.96
Senior Craftsman (RAW)	12.66	5.18	17.84	10.38	23.04
Senior Craftsman	12.16	4.98	17.14	9.95	22.11
Craftsman (+2 RA)	12.16	4.98	17.14	9.95	22.11
Craftsman (+1 RA)	11.66	4.77	16.43	9.54	21.20
Craftsman	11.16	4.57	15.73	9.13	20.29
Installer	10.11	4.15	14.26	8.29	18.40
Adult Trainee	8.52	3.48	12.00	6.98	15.50
Mate (18 and over)	8.52	3.48	12.00	6.98	15.50
Mate (16-17)	3.95	1.62	5.57	3.23	7.18
Senior Apprentice	10.11	4.15	14.26	8.29	18.40
Intermediate Apprentice	7.84	3.20	11.04	6.43	14.27
Junior Apprentice	5.53	2.26	7.79	4.56	10.09

- Notes:**
- (1) See Clauses **9f** and **9h(i)** of the Operative National Agreement
 - (2) See Clause **9h(i)-(iii)** of the Operative National Agreement