

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

**COMPRISING:**

Heating and Ventilating Contractors' Association (HVCA)

**100**

Unite – the Union

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13 October, 2009

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

Dear Sir/Madam

- (a) Two-year Wage Agreement for 2009/10-2010/11 effective from 5 October 2009; and**
- (b) Introduction of an Entitlement for Operatives to Participate in an Employers' Contributory Pension Scheme under the H&V Operative National Agreement effective from 4 October 2010**

**1 Introduction and Summary**

- 1.1 The purpose of this letter is to advise you of the terms of the two-year Wage Agreement for Operatives in the Heating and Ventilating Contracting Industry between the Heating and Ventilating Contractors' Association ("the Association") and Unite ("the Union"), with effect from **5 October 2009**.
- 1.2 In light of the economic and financial circumstances pressing on Employers in the industry at the present time and the recognition by both Parties to the National Agreement that the interests of the industry are best served by containing installation and production costs, the Parties have agreed to extend the lifetime of the present Wage Agreement to 3 October 2010. This means that, except where indicated otherwise, all hourly rates and allowances payable under the Agreement will be held static at their current (i.e. 6 October 2008) rate for twelve months. Thereafter, rates and allowances under the National Agreement will be subject to an increase of 2 per cent, with effect from **4 October 2010**.
- 1.3 The Association and the Union have also agreed to incorporate into the terms of the National Agreement an entitlement for Operatives to participate in an Employers' contributory pension scheme which will qualify as an alternative to the Government's Personal Accounts scheme as envisaged under the Pensions Act 2008. The scheme will enable Employers to anticipate their future statutory obligations under the Act. This entitlement will become effective under the National Agreement with effect from **4 October 2010**, when Employers will be required to make a pension contribution into the scheme of 1 per cent of basic earnings above the Primary Earnings Threshold. Contributions will be collected through an extension of the existing arrangements for the collection of Weekly Holiday Credits and Welfare Contributions through Welplan. The Association and the Union have established a joint working party to develop the detail of the scheme further. Details will be communicated by the Parties to Employers and Operatives alike over the coming months.
- 1.4 The main changes introduced by this Wage Agreement are as follows:
  - As from Monday 5 October 2009:*
    - i an increase in the nightly rate of Lodging Allowance;
  - As from Monday 4 October 2010:*
    - ii an increase of 2 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 a corresponding increase in the level of the Combined Weekly Holiday Credit and Welfare Contribution;
- viii the introduction of an entitlement for Operatives to a pension contribution payable by their Employer of 1 per cent of basic earnings above the Primary Earnings Threshold, which will be reflected in the level of the Combined Weekly Holiday Credit and Welfare Contribution for Employers participating in the qualifying scheme under the National Agreement; and
- ix an increase in the nightly rate of Lodging Allowance.

1.5 The detailed increases in rates and allowances are in the Table at **Appendix 1**.

1.6 The detailed increases in Premium Rate 1 and Premium Rate 2 are in the Tables at **Appendix 2**.

1.7 This Wage Agreement is on the understanding that there will be no further increase before Monday 3 October 2011 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.

## **2 Substantive Changes to the Operative National Agreement**

### **2.1 Pension Entitlement**

A number of changes will be made to the National Agreement concerning Operatives' entitlement to participate in the Employers' Contributory Pension Scheme to be established following this Wage Agreement, or in an Employer's scheme which provides benefits which are no less favourable. The detail of this and other associated matters will be developed through the joint Association/Union working party mentioned at paragraph 1.3 above.

2.2 These details will be the subject of future JCC Letters and other industry announcements.

## **3 Wage Packet Leaflets**

3.1 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  
 UNITE – THE UNION  
 T. HARDACRE, Construction Industry Lead Officer

## WAGE RATES, ALLOWANCES AND OTHER PROVISIONS

RATES AND ALLOWANCES	<i>From 6 October 2008</i>				<i>From 5 October 2009</i>				<i>From 4 October 2010</i>			
<b>HOURLY RATES OF WAGES</b>	£								£			
Foreman	14.71				No Change				15.00			
Senior Craftsman (RAS + RAW)	13.66								13.93			
Senior Craftsman (RAS)	13.16								13.42			
Senior Craftsman (RAW)	12.66								12.91			
Senior Craftsman	12.16								12.40			
Craftsman (+ 2 RA)	12.16								12.40			
Craftsman (+ 1 RA)	11.66								11.89			
Craftsman	11.16								11.38			
Installer	10.11								10.31			
Adult Trainee	8.52								8.69			
Mate (18 and over)	8.52								8.69			
Mate (aged 16 and 17)	3.95								4.03			
<i>Modern Apprentices</i>												
Junior	5.53				No Change				5.64			
Intermediate	7.84								8.00			
Senior	10.11								10.31			
<i>Junior Ductwork Trainees</i>	Probation	1st	2nd	3rd	Probation	1st	2nd	3rd	Probation	1st	2nd	3rd
<i>Age at Entry</i>	£	£	£	£	No Change				£	£	£	£
17	5.01	6.24	7.76	8.81					5.11	6.36	7.92	8.99
18												
19												
20												
<b>RESPONSIBILITY ALLOWANCE (CRAFTSMAN) (1)</b>	<b>per hour</b>								<b>per hour</b>			
Second welding skill <b>or</b> supervisory responsibility (One unit of Responsibility Allowance)	50p				No Change				51p			
Second welding skill <b>and</b> supervisory responsibility (Two units of Responsibility Allowance)	£1.00								£1.02			
<b>RESPONSIBILITY ALLOWANCE (SENIOR CRAFTSMAN) (1)</b>												
Second welding skill	50p				No Change				51p			
Supervisory responsibility	£1.00								£1.02			
Second welding skill <b>and</b> supervisory responsibility	£1.50								£1.53			
<b>DAILY ABNORMAL CONDITIONS MONEY</b>												
£ per day	£2.99				No Change				£3.05			
<b>LODGING ALLOWANCE</b>												
£ per night	£31.10				£31.60				<i>To be confirmed</i>			
<b>MILEAGE ALLOWANCE (2)</b>												
p per mile	20p				No Change				No Change			

**Notes:** (1) 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.

(2) Payable in accordance with paragraph 8 of Appendix D to the National Agreement.

**WAGE RATES, ALLOWANCES AND OTHER PROVISIONS/Continued**

<b>DAILY TRAVELLING ALLOWANCE – SCALE 1 – Payable in accordance with Clause 15 b i of the Operative National Agreement</b>											
<b>C</b> Craftsmen including Installers											
<b>M&amp;A</b> Mates, Apprentices, Adult Trainees											
<i>From 6 October 2008</i>				<i>From 5 October 2009</i>				<i>From 4 October 2010</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	6.69	6.69	0	15	No Change		0	15	6.82	6.82
15	20	9.13	8.79	15	20	No Change		15	20	9.31	8.96
20	30	12.97	12.12	20	30	No Change		20	30	13.23	12.36
30	40	15.73	14.51	30	40	No Change		30	40	16.04	14.80
40	50	18.59	16.88	40	50	No Change		40	50	18.96	17.22
<b>DAILY TRAVELLING ALLOWANCE – SCALE 2 – Payable in accordance with Clause 15 b ii of the Operative National Agreement</b>											
<b>C</b> Craftsmen including Installers											
<b>M&amp;A</b> Mates, Apprentices, Adult Trainees											
<i>From 6 October 2008</i>				<i>From 5 October 2009</i>				<i>From 4 October 2010</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	2.44	2.10	15	20	No Change		15	20	2.49	2.14
20	30	6.28	5.44	20	30	No Change		20	30	6.41	5.55
30	40	9.04	7.82	30	40	No Change		30	40	9.22	7.98
40	50	11.91	10.19	40	50	No Change		40	50	12.15	10.39
<b>WEEKLY SICKNESS AND ACCIDENT BENEFIT – Payable in Accordance with the Rules of the WELPLAN and Holiday Scheme Supplement to the National Agreement (Note 3)</b>											
<i>From 6 October 2008</i>			<i>From 5 October 2009</i>			<i>From 4 October 2010</i>					
Credit Value Category (Note 3)	Weeks 1-28 £	Weeks 29-52 £	Credit Value Category (Note 4)	Weeks 1-28 £	Weeks 29-52 £	Credit Value Category (Note 4)	Weeks 1-28 £	Weeks 29-52 £			
a	199.92	99.96	a	No Change		a	203.91	101.99			
b	199.92	99.96	b	No Change		b	203.91	101.99			
c	165.97	83.02	c	No Change		c	169.26	84.63			
d	165.97	83.02	d	No Change		d	169.26	84.63			
e	165.97	83.02	e	No Change		e	169.26	84.63			
f	151.55	75.81	f	No Change		f	154.56	77.28			
g	137.13	68.60	g	No Change		g	139.86	69.93			
h	109.55	54.81	h	No Change		h	111.72	55.86			
i	79.94	39.97	i	No Change		i	81.55	40.81			
j	79.94	39.97	j	No Change		j	81.55	40.81			
k	30.10	15.05	k	No Change		k	30.73	15.40			
l	[No grade allocated]	[No grade allocated]	l	No Change		l	[No grade allocated]	[No grade allocated]			
m	5.60	2.80	m	No Change		m	5.74	2.87			
<i>From 6 October 2008</i>			<i>From 5 October 2009</i>			<i>From 4 October 2010</i>					
<b>(Note 3)</b>	<b>DEATH BENEFIT FOR DEPENDANTS</b>		£37,400		No Change		£38,200				
	<b>ACCIDENTAL DISMEMBERMENT</b>		£19,100		No Change		£19,500				
	<b>PERMANENT TOTAL DISABILITY BENEFIT</b>		Up to and including age 54: £19,100	No Change		Up to and including age 54: £19,500					
			Ages 55-59 inclusive: £12,800	No Change		Ages 55-59 inclusive: £13,100					
			Ages 60-64 inclusive: £ 6,600	No Change		Ages 60-64 inclusive: £ 6,800					
	<b>INDEX BENEFITS</b>				No Change						
Loss of four fingers or thumb		£4,000		No Change		£4,100					
Loss of index finger		£2,600		No Change		£2,700					
Loss of any other finger		£ 640		No Change		£ 660					
Loss of big toe		£1,250		No Change		£1,300					
Loss of any other toe		£ 320		No Change		£ 330					

WEEKLY HOLIDAY CREDIT AND WELFARE CONTRIBUTIONS									
From 6 October 2008			From 5 October 2009			From 4 October 2010			
Credit Value Category (Note 4)	Weekly Holiday Credit	Combined Weekly Holiday Credit and Welfare Contribution	Credit Value Category (Note 4)	Weekly Holiday Credit	Combined Weekly Holiday Credit and Welfare Contribution	Credit Value Category (Note 4)	Weekly Holiday Credit	Combined Weekly Holiday Credit and Welfare Contribution	Combined Weekly Holiday Credit and Welfare Contribution plus Employers' Pension Contribution (Note 5)
	£	£		£	£		£	£	£
a	70.05	77.16	a			a	73.77	81.10	85.65
b	65.12	72.23	b			b	68.50	75.83	79.98
c	62.71	69.82	c			c	65.98	73.31	77.26
d	60.30	67.41	d			d	63.46	70.79	74.55
e	57.99	65.10	e			e	60.95	68.28	71.85
f	55.61	62.72	f			f	58.48	65.81	69.18
g	53.18	60.29	g		No Change	g	55.96	63.29	66.47
h	48.18	55.29	h			h	50.68	58.01	60.78
i	40.60	47.71	i			i	42.71	50.04	52.20
j	37.34	44.45	j			j	39.38	46.71	48.60
k	26.43	33.54	k			k	27.74	35.07	36.07
l	[No grade allocated]	[No grade allocated]	l			l	[No grade allocated]	[No grade allocated]	[No grade allocated]
m	18.82	25.93	m			m	19.81	27.14	27.53

**Notes/continued:**

(3) Payment of sick pay, accidental dismemberment benefits, death benefit and permanent total disability benefit is discretionary and the amounts stated are the maxima.

(4) 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:

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

(5) Assumes Primary Earnings Threshold applicable from April 2010 will be £115 per week.

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**APPENDIX 2**  
**to JCC LETTER 100**

**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	<b>20.73</b>	12.02	<b>26.73</b>
Senior Craftsman (RAS+RAW)	13.66	5.61	<b>19.27</b>	11.20	<b>24.86</b>
Senior Craftsman (RAS)	13.16	5.41	<b>18.57</b>	10.80	<b>23.96</b>
Senior Craftsman (RAW)	12.66	5.18	<b>17.84</b>	10.38	<b>23.04</b>
Senior Craftsman	12.16	4.98	<b>17.14</b>	9.95	<b>22.11</b>
Craftsman (+2 RA)	12.16	4.98	<b>17.14</b>	9.95	<b>22.11</b>
Craftsman (+1 RA)	11.66	4.77	<b>16.43</b>	9.54	<b>21.20</b>
Craftsman	11.16	4.57	<b>15.73</b>	9.13	<b>20.29</b>
Installer	10.11	4.15	<b>14.26</b>	8.29	<b>18.40</b>
Adult Trainee	8.52	3.48	<b>12.00</b>	6.98	<b>15.50</b>
Mate (18 and over)	8.52	3.48	<b>12.00</b>	6.98	<b>15.50</b>
Mate (16-17)	3.95	1.62	<b>5.57</b>	3.23	<b>7.18</b>
Senior Apprentice	10.11	4.15	<b>14.26</b>	8.29	<b>18.40</b>
Intermediate Apprentice	7.84	3.20	<b>11.04</b>	6.43	<b>14.27</b>
Junior Apprentice	5.53	2.26	<b>7.79</b>	4.56	<b>10.09</b>

GRADES	<i>From 5 October 2009</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	No Change				
Senior Craftsman (RAS+RAW)					
Senior Craftsman (RAS)					
Senior Craftsman (RAW)					
Senior Craftsman					
Craftsman (+2 RA)					
Craftsman (+1 RA)					
Craftsman					
Installer					
Adult Trainee					
Mate (18 and over)					
Mate (16-17)					
Senior Apprentice					
Intermediate Apprentice					
Junior Apprentice					

**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 100 (Continued)**

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

<b>GRADES</b>	<i>From 4 October 2010</i>				
	<b>Basic rate for all hours</b>	<b>Premium Rate 1</b>	<b>Total Overtime Payment (See Note 1)</b>	<b>Premium Rate 2</b>	<b>Total Overtime Payment (See Note 2)</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Foreman	15.00	6.14	<b>21.14</b>	12.26	<b>27.26</b>
Senior Craftsman (RAS+RAW)	13.93	5.72	<b>19.65</b>	11.42	<b>25.35</b>
Senior Craftsman (RAS)	13.42	5.52	<b>18.94</b>	11.02	<b>24.44</b>
Senior Craftsman (RAW)	12.91	5.28	<b>18.19</b>	10.59	<b>23.50</b>
Senior Craftsman	12.40	5.08	<b>17.48</b>	10.15	<b>22.55</b>
Craftsman (+2 RA)	12.40	5.08	<b>17.48</b>	10.15	<b>22.55</b>
Craftsman (+1 RA)	11.89	4.87	<b>16.76</b>	9.73	<b>21.62</b>
Craftsman	11.38	4.66	<b>16.04</b>	9.31	<b>20.69</b>
Installer	10.31	4.23	<b>14.54</b>	8.46	<b>18.77</b>
Adult Trainee	8.69	3.55	<b>12.24</b>	7.12	<b>15.81</b>
Mate (18 and over)	8.69	3.55	<b>12.24</b>	7.12	<b>15.81</b>
Mate (16-17)	4.03	1.65	<b>5.68</b>	3.29	<b>7.32</b>
Senior Apprentice	10.31	4.23	<b>14.54</b>	8.46	<b>18.77</b>
Intermediate Apprentice	8.00	3.26	<b>11.26</b>	6.56	<b>14.56</b>
Junior Apprentice	5.64	2.31	<b>7.95</b>	4.65	<b>10.29</b>

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

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