

1st October 2024

**Industrial Relations Circular 10-24**

2024 IR 10.24

Dear Chief Executive,



**SJC Pay Uplift FY 2024/25**

Council Leaders have taken the decision to implement pay increases for employees whose terms and conditions of service come within the framework of the Scottish Joint Council for Local Government Employees.

Implementation of the pay award means that Scottish Joint Council negotiations remain open, with the objective of reaching a collective agreement if possible. In the event that a settlement is agreed through negotiation, a Scottish Joint Council circular would be issued, superseding this one.

The details of the pay uplift are as follows:

The pay uplift covers the period from 1 April 2024 to 31 March 2025:

- At each Spinal Column Point (SCP) a £0.67 uplift in the hourly rate or a 3.6% uplift (whichever is higher)

We should be obliged if you would implement the uplift set out in this circular, with an effective date of 1 April 2024.

<b>Appendix 1</b>	SJC Spinal Column Hourly Rates in effect during the financial year 2023/24 with the uplifted SCP effective from 1 April 2024
<b>Appendix 2</b>	Allowances
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COSLA Employers' Team  
October 2024

**Circulated to: Chief Executives, Heads of Human Resources, Directors of Finance**

**SJC Spinal Column Points**

SCP	Hourly Rate FY 2023/24	Hourly Rate Effective 1/4/24
2	£9.95	£10.62
3	£10.05	£10.72
4	£10.17	£10.84
5	£10.30	£10.97
6	£10.39	£11.06
7	£10.49	£11.16
8	£10.61	£11.28
9	£10.74	£11.41
10	£10.85	£11.52
11	£10.97	£11.64
12	£11.11	£11.78
13	£11.23	£11.90
14	£11.35	£12.02
15	£11.48	£12.15
16	£11.63	£12.30
17	£11.75	£12.42
18	£11.86	£12.53
SLGLW	£11.89	£12.56
19	£12.02	£12.69
20	£12.15	£12.82
21	£12.29	£12.96
22	£12.45	£13.12
23	£12.59	£13.26
24	£12.70	£13.37
25	£12.81	£13.48
26	£12.96	£13.63
27	£13.11	£13.78
28	£13.26	£13.93
29	£13.42	£14.09
30	£13.59	£14.26
31	£13.76	£14.43
32	£13.88	£14.55
33	£14.09	£14.76
34	£14.26	£14.93
35	£14.47	£15.14
36	£14.65	£15.32
37	£14.85	£15.52
38	£15.05	£15.72

SCP	Hourly Rate FY 2023/24	Hourly Rate Effective 1/4/24
39	£15.23	£15.90
40	£15.43	£16.10
41	£15.46	£16.13
42	£15.63	£16.30
43	£15.91	£16.58
44	£15.96	£16.63
45	£16.17	£16.84
46	£16.37	£17.04
47	£16.61	£17.28
48	£16.84	£17.51
49	£17.07	£17.74
50	£17.31	£17.98
51	£17.53	£18.20
52	£17.78	£18.45
53	£18.03	£18.70
54	£18.29	£18.96
55	£18.52	£19.19
56	£18.80	£19.48
57	£19.05	£19.74
58	£19.33	£20.03
59	£19.61	£20.32
60	£19.87	£20.59
61	£20.18	£20.91
62	£20.41	£21.14
63	£20.75	£21.50
64	£21.01	£21.77
65	£21.21	£21.97
66	£21.48	£22.25
67	£21.82	£22.61
68	£22.12	£22.92
69	£22.42	£23.23
70	£22.74	£23.56
71	£23.07	£23.90
72	£23.40	£24.24
73	£23.54	£24.39
74	£23.90	£24.76
75	£24.26	£25.13
76	£24.61	£25.50
77	£24.97	£25.87
78	£25.38	£26.29
79	£25.74	£26.67

SCP	Hourly Rate FY 2023/24	Hourly Rate Effective 1/4/24
80	£26.13	£27.07
81	£26.52	£27.47
82	£26.91	£27.88
83	£27.33	£28.31
84	£27.75	£28.75
85	£28.15	£29.16
86	£28.55	£29.58
87	£28.98	£30.02
88	£29.44	£30.50
89	£29.89	£30.97
90	£30.30	£31.39
91	£30.76	£31.87
92	£31.24	£32.36
93	£31.69	£32.83
94	£32.21	£33.37
95	£32.65	£33.83
96	£33.14	£34.33
97	£33.65	£34.86
98	£34.12	£35.35
99	£34.68	£35.93
100	£35.15	£36.42
101	£35.69	£36.97
102	£36.23	£37.53
103	£36.74	£38.06
104	£37.34	£38.68
105	£37.88	£39.24
106	£38.47	£39.85
107	£39.06	£40.47
108	£39.65	£41.08
109	£40.23	£41.68
110	£40.81	£42.28
111	£41.44	£42.93
112	£42.05	£43.56
113	£42.68	£44.22
114	£43.34	£44.90
115	£44.02	£45.60
116	£44.66	£46.27
117	£45.30	£46.93
118	£46.02	£47.68
119	£46.67	£48.35
120	£47.37	£49.08

SCP	Hourly Rate FY 2023/24	Hourly Rate Effective 1/4/24
121	£48.09	£49.82
122	£48.78	£50.54
123	£49.49	£51.27

Jobs with spinal point rates below the SLGLW (SCP 1-18), where the rate is not consolidated, are subject to uplift to the agreed SLGLW rate.

**Allowances**

These are legacy allowances in Part 3 of the Scottish Joint Council Scheme of Terms and Conditions (The Red Book). The implementation agreement states, “Part 3 contains other Scottish provisions which may be modified locally, by negotiation between the council and the unions.” Where there is a local agreement in place applicable to the allowances below it replaces these allowances.

		<b>Existing Rates from 1 April 2023</b>	<b>Revised Rates from 1 April 2024</b>
1	<u>Social Workers</u> Standby Duty Allowance per session	£35.54	£36.82
2	<u>Nursery Staff</u> Special School Allowance per Annum  100%  80 – 100%  50 – 80%	£1,656.19  £1,330.69  £828.10	£1,715.81  £1,378.59  £857.91
3	<u>Hospital Social Workers</u> Sessional Payment	£44.73	£46.34
4	<u>Nursery Staffs Scheme</u> Sleeping-in Duty Allowance per session	See circular SJC 18-56	See circular SJC 18-56
5	<u>Residential Staffs Scheme</u> Sleeping-in Duty Allowance per session	See circular SJC 18-56	See circular SJC 18-56

**Shift Payments**

These are legacy allowances in Part 3 of the Scottish Joint Council Scheme of Terms and Conditions (The Red Book). The implementation agreement states, "Part 3 contains other Scottish provisions which may be modified locally, by negotiation between the council and the unions." Where there is a local agreement in place applicable to the allowances below it replaces these allowances.

	<b>Existing Rate from 1 April 2023</b>	<b>Revised Rate from 1 April 2024</b>
<b>Alternating Shifts</b>	£32.19	£33.35
<b>Rotating Shifts</b>	£51.47	£53.32

### Standby for Employees Other Than Social Workers

These are legacy allowances in Part 3 of the Scottish Joint Council Scheme of Terms and Conditions (The Red Book). The implementation agreement states, "Part 3 contains other Scottish provisions which may be modified locally, by negotiation between the council and the unions." Where there is a local agreement in place applicable to the allowances below it replaces these allowances.

#### 1. Entitlement to standby, disturbance and call-out payment

- (a) The nature of the work for some employees makes it necessary for them to carry out standby duties. Such employees will therefore be contractually required to undertake standby duty if so requested by the authority and to carry out emergency work as and when the need arises.
- (b) Standby duties to a specific rostered arrangement whereby employees are under an obligation outside their normal working hours (including Saturdays, Sundays and Public Holidays) to remain on call and to be available to be consulted and if necessary to be called out for emergency duty.
- (c) Employees whose posts are not paid up to and below a professionally graded post and who are required to undertake standby duty, where this requirement is not already reflected in the grade of the post, will be entitled to payment in accordance with paragraphs 2 and 3 below.

#### 2. Payment for Standby Duty

- (a) An employee performing standby duty will be paid:

<b>Standby Duty Payments</b>		
	<b>Existing Rate from 1 April 2023</b>	<b>Revised Rate 01/04/2024</b>
For each <b>complete week</b> of standby duty <b>performed</b>	£106.25	£110.07
<i>Plus</i> For each public or extra statutory holiday in that week	£19.97	£20.69
For <b>broken periods</b> of standby duty:		
Monday to Friday	£10.59	£10.97
Saturday	£22.56	£23.37
Sunday, public and extra statutory holiday	£30.74	£31.85



(b) Each 24-hour period of standby duty is to commence at the beginning of the working day (or at the same hour on non-working days).

**3. Disturbance and call out payments**

Employees undertaking standby duty, who are contacted or called out in accordance with the agreed arrangements, will be paid on the following basis:

- (i) for each occasion on which the employee is contacted and which results in the exercise of skills for which the standby duty is required, either at the employee's home or elsewhere, a payment of the amount set out in table (a) below will apply depending on the status of the employee. An employee will, however, only be entitled to one such payment within each period of two hours, commencing with the start of the standby session;
- (ii) where an employee becomes entitled to a payment in sub-paragraph (i) and, where that or subsequent disturbance or call out is in excess of one hour, the employee will be entitled to further payment for the whole of the period of disturbance or call-out at the appropriate overtime rates.

<b>(a) Disturbance and Call Out Payments</b>	
for employees on standby	
<b>Existing Rate from 1 April 2023</b>	<b>Revised Rate 01/04/2024</b>
£16.99	£17.60

Payments for Employees not on Standby

These are legacy allowances in Part 3 of the Scottish Joint Council Scheme of Terms and Conditions (The Red Book). The implementation agreement states, “Part 3 contains other Scottish provisions which may be modified locally, by negotiation between the council and the unions.” Where there is a local agreement in place applicable to the allowances below it replaces these allowances.

Employees not undertaking standby duty but who are contacted or called out will be paid on the following basis:

- (i) for each occasion on which the employee is contacted and which results in the exercise of skills for which the standby duty is required, either at the employee's home or elsewhere, a payment of the amount set out in table (b) will apply, however, an employee will only be entitled to one such payment within each period of two hours, commencing with the start of a notional standby session; and
- (ii) where an employee becomes entitled to a payment in sub-paragraph (i) and, where that or subsequent disturbance or call out is in excess of one hour, the employee will be entitled to further payment for the whole of the period of disturbance or call out at the appropriate overtime rates.

<b>(b) Disturbance and Call Out Payments</b>	
for employees not on standby	
<b>Existing Rate 01/04/2023</b>	<b>Revised Rate 01/04/2024</b>
£23.37	£24.21

Part-Time Registrars and Assistant Registrars**Part-Time Registrars**

	<b>Existing Rate from 1 April 2023</b>	<b>Revised Rate 01/04/2024</b>
Annual allowance	£563.15	£583.42
Payment per entry as follows - for every second entry up to 100 and the same for every third entry thereafter	£41.69	£43.19

**Part-Time Assistant Registrars**

	<b>Existing Rate from 1 April 2023</b>	<b>Revised Rate 01/04/2024</b>
Annual Allowance	£164.58	£170.50

In those cases where office accommodation is not provided by the authority, the **annual allowance towards rent, heating/lighting**, etc., is increased as follows:

	<b>Existing Rate from 1 April 2023</b>	<b>Revised Rate 01/04/2024</b>
Annual Allowance	£581.25	£602.18

Notes about the preparation of this circular

At Spinal Column Points where the pay uplift is based on a percentage increase (i.e. where this is higher than the flat rate increase), hourly rates are increased by the percentage with amounts rounded to 2 decimal places. This means that hourly rates are calculated to the nearest penny. The rounded rate is used as the starting point in the calculation of the next year's uplift. The same approach is used for the other allowances and payment rates in this circular.

At Spinal Column Points where the pay uplift is based on a flat rate increase (i.e. where this is higher than the percentage increase), hourly rates are calculated through a simple addition of the flat rate amount to the existing hourly rate. This produces an exact value in pounds and pence.

Paying the Scottish Local Government Living Wage (SLGLW) means that local government employees are paid more than the Living Wage Foundation Living Wage rate. In this circular there is no arithmetical link between the two rates. The SLGLW rate is agreed as part of the SJC negotiations on pay.