

National Negotiating Council for the Probation Service

Employers' Side Secretary: Mark Ormerod CB
29 Great Peter Street
London SW1P 3LW
Telephone: 020 7340 0970
association@probationassociation.co.uk
www.probationassociation.co.uk

Trade Union Side Secretary: Jonathan Ledger
4 Chivalry Road
London SW11 1HT
Telephone: 020 7223 4887 Fax: 020 7223 3503

**To: The Chair of the Probation Trust
The Chief Executive of the Probation Trust
(Copy enclosed for the Head of Human Resources)
The Secretary to the Probation Trust
The Treasurer of the Probation Trust
Members of the NNC**

1 February 2012

NNC CIRCULAR NO.1/2012

NNC SALARY SETTLEMENT 2011/12

1. We write to advise you that agreement has now been reached on the 2011/12 NNC Salary Settlement for employees covered by the National Negotiating Council for the Probation Service as set out below:-

Pay Progression from 1 April 2011

2. Pay progression for 2011/12, to be paid with effect from 1 April 2011, as follows:
 - 2 pay points to eligible employees in pay bands 1 and 2 as at 31 March 2011.
 - 1 pay point to eligible employees in pay bands 3 to 6 as at 31 March 2011.
3. This represents a minimum increase of £250 to all employees on a basic whole time equivalent salary of £21,000 or less per annum (pay bands 1 and 2 for probation staff) in line with government pay policy for the public sector. Pay bands 1 and 2 have been lengthened to accommodate this consolidated increase.

London Allowance from 1 April 2011

4. London Allowance will remain unchanged at £3850 pa.

Spinal Column Changes from 1 April 2011

5. The minimum pay for pay bands 1, 2, 3, and 4 to be raised by one pay point, after pay progression has taken place, from 1 April 2011.

Harmonisation of Normal Working Hours

6. Harmonisation of normal working hours for all employees, excluding those working in London, to 37 hours per week with effect from the date of this Circular.
7. The normal working hours of employees in London, currently working 150 hours in a four week period (37.5 hours per week) to be harmonised to 37 hours per week with effect from the date of this letter. The harmonisation of normal working hours for all other employees in London to be subject to further negotiation and agreement. All newly appointed staff in London who would previously have been contracted to work 150 hours in a four week period/37.5 hours a week to be contracted to 37 hours per week with immediate effect.
8. Trusts do not want to make compulsory redundancies as a consequence of reduced income from NOMS and the potential loss of work to competitors. Whilst the Employers' Side does not have the wider support of its members to agree a national no compulsory redundancy agreement, the Employers' Side is committed to minimising job losses through the continued application of the Management of Change Protocol. The Management of Change Protocol will be reissued as a sign of the ongoing commitment.
9. In this context it has also been agreed that:
 - Payment of additional travel expenditure (ATE) will be reduced from four years to two years with effect from 1 April 2012. Those staff currently in receipt of the allowance will retain it for the agreed period of time at the point of their relocation. In addition, where joint discussions are currently taking place about changes to office location that will take place on or after 1 April 2012, the current provision of four years should be applied.
 - Trusts have discretion to extend the period of ATE locally.
 - Local management and trade unions may consider jointly negotiated agreements on mileage rates payable to realise efficiency savings which in turn can be used to sustain service delivery.
10. Terms of Reference are being agreed for a joint working party to consider modernisation of pay and conditions with a view to agreeing a revised pay structure, terms and conditions for April 2013.

11. It is believed that the overall cost of this pay agreement will be in the order of 1% of the national pay bill for probation trusts. It is also recognised that there will be minor variations in the cost for individual trusts. The revised pay scales are included at Annex A.

Mark Ormerod
Jonathan Ledger
Joint Secretaries

Annex A

Proposed Pay scales with effect from 1st April 2011

Band 1	01/04/2009	01/10/2009	01/04/2010	01/04/2011
5				
6	£13,917			
7	£14,049	£14,049		
8	£14,182	£14,182	14182	
9	£14,325	£14,325	14325	14325
10	£14,464	£14,464	14464	14464
11	£14,604	£14,604	14604	14604
12	£14,752	£14,752	14752	14752
13	£14,898	£14,898	14898	14898
14	£15,040	£15,040	15040	15040
15	£15,180	£15,180	15180	15180
16	£15,337	£15,337	15337	15337
17	£15,481	£15,481	15481	15481
18	£15,642	£15,642	15642	15642
19	£15,791	£15,791	15791	15791
20	£15,941	£15,941	15941	15941
21	£16,105	£16,105	16105	16105
22	£16,266	£16,266	16266	16266
23	£16,420	£16,420	16420	16420
24			24	16,580
25			25	16,742

Band 2	01/04/2009	01/10/2009	01/04/2010	01/04/2011
23				
24	£16,584			
25	£16,744	£16,744		
26	£16,905	£16,905	16905	
27	£17,072	£17,072	17072	17072
28	£17,245	£17,245	17245	17245
29	£17,419	£17,419	17419	17419
30	£17,588	£17,588	17588	17588
31	£17,756	£17,756	17756	17756
32	£17,938	£17,938	17938	17938
33	£18,112	£18,112	18112	18112
34	£18,280	£18,280	18280	18280
35	£18,469	£18,469	18469	18469
36	£18,647	£18,647	18647	18647
37	£18,835	£18,835	18835	18835
38	£19,018	£19,018	19018	19018
39	£19,206	£19,206	19206	19206
40	£19,398	£19,398	19398	19398
41	£19,586	£19,586	19586	19586
42	£19,779	£19,779	19779	19779
43	£19,978	£19,978	19978	19978
44	£20,174	£20,174	20174	20174
45	£20,372	£20,372	20372	20372
46	£20,566	£20,566	20566	20566
47			47	20,759
48			48	20,964

Band 3	01/04/2009	01/10/2009	01/04/2010	01/04/2011
47				
48	£20,977			
49	£21,179	£21,179		
50	£21,391	£21,391	£21,391	
51	£21,607	£21,607	£21,607	£21,607
52	£21,821	£21,821	£21,821	£21,821
53	£22,041	£22,041	£22,041	£22,041
54	£22,246	£22,246	£22,246	£22,246
55	£22,474	£22,474	£22,474	£22,474
56	£22,697	£22,697	£22,697	£22,697
57	£22,910	£22,910	£22,910	£22,910
58	£23,148	£23,148	£23,148	£23,148
59	£23,382	£23,382	£23,382	£23,382
60	£23,605	£23,605	£23,605	£23,605
61	£23,842	£23,842	£23,842	£23,842
62	£24,072	£24,072	£24,072	£24,072
63	£24,321	£24,321	£24,321	£24,321
64	£24,555	£24,555	£24,555	£24,555
65	£24,795	£24,795	£24,795	£24,795
66	£25,050	£25,050	£25,050	£25,050
67	£25,298	£25,298	£25,298	£25,298
68	£25,542	£25,542	£25,542	£25,542
69	£25,794	£25,794	£25,794	£25,794
70	£26,052	£26,052	£26,052	£26,052
71	£26,306	£26,306	£26,306	£26,306
72	£26,572	£26,572	£26,572	£26,572
73	£26,834	£26,834	£26,834	£26,834
74	£27,102	£27,102	£27,102	£27,102

Band 4	01/04/2009	01/10/2009	01/04/2010	01/04/2011
75				
76	£27,638			
77	£27,914	£27,914		
78	£28,185	£28,185	£28,185	
79	£28,468	£28,468	£28,468	£28,468
80	£28,750	£28,750	£28,750	£28,750
81	£29,030	£29,030	£29,030	£29,030
82	£29,316	£29,316	£29,316	£29,316
83	£29,611	£29,611	£29,611	£29,611
84	£29,909	£29,909	£29,909	£29,909
85	£30,201	£30,201	£30,201	£30,201
86	£30,504	£30,504	£30,504	£30,504
87	£30,805	£30,805	£30,805	£30,805
88	£31,110	£31,110	£31,110	£31,110
89	£31,421	£31,421	£31,421	£31,421
90	£31,737	£31,737	£31,737	£31,737
91	£32,054	£32,054	£32,054	£32,054
92	£32,364	£32,364	£32,364	£32,364
93	£32,685	£32,685	£32,685	£32,685
94	£33,014	£33,014	£33,014	£33,014
95	£33,335	£33,335	£33,335	£33,335
96	£33,667	£33,667	£33,667	£33,667
97	£34,002	£34,002	£34,002	£34,002
98	£34,344	£34,344	£34,344	£34,344
99	£34,677	£34,677	£34,677	£34,677
100	£35,029	£35,029	£35,029	£35,029
101	£35,370	£35,370	£35,370	£35,370
102	£35,727	£35,727	£35,727	£35,727

Band 5	01/04/2009	01/10/2009	01/04/2010	01/04/2011
99	£34,677	£34,677	£34,677	£34,677
100	£35,029	£35,029	£35,029	£35,029
101	£35,370	£35,370	£35,370	£35,370
102	£35,727	£35,727	£35,727	£35,727
103	£36,076	£36,076	£36,076	£36,076
104	£36,435	£36,435	£36,435	£36,435
105	£36,798	£36,798	£36,798	£36,798
106	£37,158	£37,158	£37,158	£37,158
107	£37,531	£37,531	£37,531	£37,531
108	£37,898	£37,898	£37,898	£37,898
109	£38,277	£38,277	£38,277	£38,277
110	£38,659	£38,659	£38,659	£38,659
111	£39,037	£39,037	£39,037	£39,037
112	£39,424	£39,424	£39,424	£39,424
Band 6	01/04/2009	01/10/2009	01/04/2010	01/04/2011
111	£39,037	£39,037	£39,037	£39,037
112	£39,424	£39,424	£39,424	£39,424
113	£39,837	£39,837	£39,837	£39,837
114	£40,217	£40,217	£40,217	£40,217
115	£40,614	£40,614	£40,614	£40,614
116	£41,019	£41,019	£41,019	£41,019
117	£41,373	£41,373	£41,373	£41,373
118	£41,804	£41,804	£41,804	£41,804
119	£42,221	£42,221	£42,221	£42,221
120	£42,646	£42,646	£42,646	£42,646
121	£43,066	£43,066	£43,066	£43,066
122	£43,498	£43,498	£43,498	£43,498
123	£43,932	£43,932	£43,932	£43,932
124	£44,374	£44,374	£44,374	£44,374
125	£44,821	£44,821	£44,821	£44,821
126	£45,273	£45,273	£45,273	£45,273
127	£45,726	£45,726	£45,726	£45,726
128	£46,181	£46,181	£46,181	£46,181
129	£46,650	£46,650	£46,650	£46,650