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PAY AWARD 2017/18 FOR PRISON GRADES

As you are aware, over the past number of months we have been in discussion with our trade union partners regarding the pay award for 2017/18. While those discussions were productive in some ways, an agreement on the pay settlement has not been possible. It is important that I set out how that engagement took place and in doing so assure you that I remain committed to working with the staff associations in the future on a range of issues including pay.

I wrote to staff with the detail of two potential pay awards for 2017/18 (NS 4/18 refers): either an 18 month deal costing £1.7 million or a 12 month deal costing £890,000 both of which had been presented to the Prison Governors Association and the Prison Officers Association. After a number of meetings both trade unions rejected these proposals. I therefore offered a further revised 18 month proposal which included a lower increase to the Supplementary Risk Allowance and a higher consolidated increase for 2017 to reflect the proposed change in settlement date. However this offer was also rejected by the POA.

As a final attempt to reach agreement I sought a new remit from the Department of Finance for a 12 month deal at a cost of £1.36 million. While I believe the 18 month offer was the most beneficial to operational staff, this revised final offer was a significant improvement on the previous 12 month proposal. Despite this I have now been informed that both Staff Associations have rejected this final offer. While I would have preferred to have reached agreement, I have taken the decision to implement this revised 12 month

offer as it contains a range of significant reforms to our pay system. Full details are attached overleaf, however I would highlight the following:

- the Supplementary Risk Allowance is being increased from £2,460 to £2,700, which is an additional £240 or 9.75%;
- a pay scale is being introduced for Prisoner Custody Officers and Senior Prisoner Custody Officers which provides a consolidated increase in 2017 and 2018, subject to satisfactory performance;
- a new starting salary is being introduced for Custody Prison Officers of £20,000, which is an additional £1,075 for our new recruits or 5.68%;
- restructuring of the Custody Prison Officer pay scale will reduce the number of pay points;
- restructuring of the Senior Officer post 2002 pay scale will reduce the number of pay points; and
- removal of minimum points will reduce the number of Governor in Charge and Unit Manager pay points.

As you know I secured approval for the payment of incremental progression ahead of the formal pay remit for 2017/18, and this was paid in October 2017 salaries. The outstanding elements of the 2017 pay award as detailed in this pay circular will be paid in salaries at the end of May. This is with the exception of Governor on-call which will be automatically actioned in June salaries for the period from April 2017 to March 2018 only. Thereafter, Governor grades need to complete claim forms on a regular basis in order to receive on-call payments.

I understand that this has been a frustrating process for staff and it has taken longer than anyone would have envisaged; however, this is the best settlement possible at this time. This settlement addresses a number of significant issues including the reduction of pay scales and a further increase to the SRA. Both of these issues were raised with me as priorities by the POA.

I greatly value the contribution of all of our staff, but as you will understand there is a finite amount of money and that has been targeted in specific ways as part of this pay round.

While changes to the disciplinary policy do not require negotiation, we will be consulting with the trade unions on this issue and I anticipate that will begin before the summer. I

anticipate a number of differences will be maintained to reflect the operational position of the Prison Service, but I will be seeking to align as far as possible to NICS terms.

The Prison Service will always be bound by public sector pay policy and affordability, but we will continue to work with the trade unions and the Prison Service Pay Review Body in future years to address pay issues that are important to everyone in the organisation.

2018 Pay

Looking forward, I will be inviting the trade unions to submit their pay claims for 2018 and to enter informal discussions. Nick Perry, the DOJ Permanent Secretary, has written to the Prison Service Pay Review Body to invite them to produce a report for pay in 2018/19. They have agreed to do so and will be coming to Northern Ireland shortly to begin this process.

I realise that staff are keen to receive their 2018 progression increments. You should note that, although the pay award is effective from 1 April, there is no contractual entitlement to receive this payment on any specific date. There are a number of steps in the process including the submission of a business case, and Department of Finance approval, once the 2017 pay award has been fully implemented. However, I want to assure you we will be engaging with the trade unions on the timing of the payment of these increments, as soon as possible.

Ronnie Armour

Ronnie Armour
DIRECTOR GENERAL
NORTHERN IRELAND PRISON SERVICE

DETAIL OF 2017 PAY AWARD FOR OPERATIONAL PRISON GRADES FOR THE PERIOD FROM 1 APRIL 2017 TO 31 MARCH 2018

Below Governor Grades

Any incremental progression due was paid to qualifying staff in October 2017 backdated to April 2017.

1. Prisoner Custody Officer

PCOs work either a 20 hour, 35 hour or 40 hour contract (hours worked in excess of 39 hours per week are not pensionable).

40 hours

2016	2017
	£19,711 (3) + £2,700 SRA
	£19,418 (2) + £2,700 SRA
£19,126 + £2,460 SRA	£19,126 (1) + £2,700 SRA

35 hours

2016	2017
	£17,247 (3) + £2,700 SRA
	£16,991 (2) + £2,700 SRA
£16,735 + £2,460 SRA	£16,735 (1) + £2,700 SRA

20 hours

2016	2017
	£9,855 (3) + £2,700 SRA
	£9,709 (2) + £2,700 SRA
£9,563 + £2,460 SRA	£9,563 (1) + £2,700 SRA

Staff on the minimum who meet the eligibility for a pay award will move to point 2 with effect from 1 April 2017.

2. Senior Prisoner Custody Officer (40 hours)

2016	2017
	£21,618 (3) + £2,700 SRA
	£21,299 (2) + £2,700 SRA
£20,984 + £2,460 SRA	£20,984 (1) + £2,700 SRA

Staff on the minimum who meet the eligibility for a pay award will move to point 2 with effect from 1 April 2017.

3. Principal Prisoner Custody Officer (40 hours)

2016	2017
£24,305 + £2,460 SRA	£24,305 + £2,700 SRA

Staff on Principal Prison Custody Officer single point to receive a non-consolidated payment of £243.

4. Custody Prison Officer

2016	2017 CPO Accredited
£26,005 + £2,460 SRA	£26,005 (7) + £2,700 SRA
£25,300 + £2,460 SRA	£25,300 (6) + £2,700 SRA
£24,610 + £2,460 SRA	£24,610 (5) + £2,700 SRA
£23,785 + £2,460 SRA	£23,785 (4) + £2,700 SRA
£23,230 + £2,460 SRA	£23,230 (3) + £2,700 SRA
£22,725 + £2,460 SRA	£22,260 (2) + £2,700 SRA
£22,220 + £2,460 SRA	£21,500 (1) C of C + £2,700 SRA
£21,715 + £2,460 SRA	
£21,210 C of C + £2,460 SRA	CPO Recruit - single point
£20,000 + £2,460 SRA	£20,000 + £2,700 SRA
£18,925 + £2,460 SRA	

Staff have already received one step progression but where there has been restructuring staff will be realigned as followed:

2016	2017	2017 Restructuring
	18,925	20,000
	21,210	21,500
21,210	21,715	22,260
21,715	22,220	22,260
22,220	22,725	23,230

5. Operational Support Grade

2016	2017
20,500 + £2,460 SRA	20,500 + £2,700 SRA

Staff on Operational Support Grade single point to receive a non-consolidated payment of £205.

6. Night Custody Officer (44 hours)

2016	2017
22,299 + £2,460 SRA	22,299 + £2,700 SRA

Staff on Night Custody Officer single point to receive a non-consolidated payment of £223.

7. Main Grade Officer – post 2002

2016	2017
30,710 + £2,460 SRA	30,710 + £2,700 SRA

Staff on Main Grade Officer (post 2002) single point to receive a non-consolidated payment of £307.

8. Main Grade Officer (pre 2002) – no SRA

2016	2017
£38,116	£38,116
£37,178	£37,178
£36,809	£36,809
£36,444	£36,444
£36,083	£36,083

Any staff on Main Grade Officer band maximum to receive a non-consolidated payment of £381.

9. Senior Officer

2016	2017
£41,651 (pre 2002 – no SRA)	£41,651 (pre 2002 – no SRA)
Post 2002:	Post 2002:
£38,380 + £2,460 SRA	£38,380 (6) + £2,700 SRA
£37,300 + £2,460 SRA	£37,460 (5) + £2,700 SRA
£36,650 + £2,460 SRA	
£36,000 + £2,460 SRA	£36,540 (4) + £2,700 SRA
£35,350 + £2,460 SRA	£35,620 (3) + £2,700 SRA
£34,700 + £2,460 SRA	£34,700 (2) + £2,700 SRA
£34,050 + £2,460 SRA	£34,050 (1) + £2,700 SRA
£33,400 + £2,460 SRA	

Staff have already received one step progression but where there has been restructuring staff will be realigned as followed:

2016	2017	2017 Restructuring
34,700	35,350	35,620
35,350	36,000	36,540
36,000	37,300	37,460

Staff on Senior Officer (pre 2002) single point to receive a non-consolidated payment of £417.

Any staff on Senior Officer band maximum of £38,380 to receive a non-consolidated payment of £384.

Governor Grades

Any incremental progression due was paid to qualifying staff in October 2017 backdated to April 2017.

10. Governing Governor

2016	2017
82,170	82,170 (9)
80,550	80,550 (8)
79,750	79,750 (7)
78,960	78,960 (6)
78,177	78,177 (5)
77,401	77,401 (4)
76,633	76,633 (3)
75,873	75,873 (2)
75,120	75,120 (1)

11. Governor in Charge

2016	2017
£73,629	£73,629 (8)
£72,200	£72,200 (7)
£70,900	£70,900 (6)
£69,900	£69,900 (5)
£68,900	£68,900 (4)
£67,900	£67,900 (3)
£66,900	£66,900 (2)
£65,900	£65,900 (1)
£64,900	

Any staff on Governor in Charge band maximum to receive a non-consolidated payment of £736.

12. Functional Head

2016	2017
£57,621	£57,621 (6)
£56,300	£56,300 (5)
£55,550	£55,550 (4)
£54,800	£54,800 (3)
£54,045	£54,045 (2)
£53,300	£53,300 (1)

Any staff on Functional Head band maximum to receive a non-consolidated payment of £576.

13. Unit Manager

2016	2017
£51,566	£51,566 (6)
£50,550	£50,550 (5)
£49,850	£49,850 (4)
£49,160	£49,160 (3)
£48,480	£48,480 (2)
£47,810	£47,810 (1)
£47,150	

Any staff on Unit Manager band maximum to receive a non-consolidated payment of £516.

On-Call Allowance

An on-call allowance will be introduced for three specific rostered commitments for Governor grades –

Senior On Call at Hydebanks, Maghaberry, and Magilligan

Duty Governor at Hydebanks, Maghaberry, and Magilligan

Headquarters – Duty Officer, Gold Command, and Duty Director

The rates are as follows and are pensionable:

Weekdays

Continuously from the end of one shift to the start of the next £4.95

Weekends and Privilege Holidays £14.14

Public and Bank Holidays £17.91

It is expected that one person will be on each of the relevant rotas for each of the periods above. Rotas will not normally be split into part days between staff. However, exceptionally it may be split between 2 staff and paid at half rate e.g. over the Christmas / New Year period. You cannot receive more than one single payment for any one day irrespective of your duties.