

UCU note on the following AoC 'Modernising Pay' document

The staff unions never agreed to the existence of discretionary points on the pay scale. UCU's position is that all points on the scales should be accessible without bars or discretion.

^{*} This document is reproduced from the original 2004 Word document and should be checked for accuracy against the original.

Leadership in lifelong learning. AOC Modernising Pay Arrangements Pay Recommendations from the Association of Colleges – 2003/04 and 2004/05 Standards Unit January 2004

Introduction

This report sets out in full the Association's recommendation to colleges on pay for 2003/2004 and 2004/2005.

The recommendation follows acceptance of the two year pay agreement by all of the trade unions of the National Joint Forum. It follows constructive and extensive negotiations within the Modernising Pay Arrangements working group. This is a group which is made up of Chairs and Principals of AoC member colleges who are AoC Board members, trade union lay members and AOC, trade union officers.

Further advice and guidance will be provided to colleges throughout late Autumn 2003 and Spring 2004 in the form of dissemination and consultation seminars and written guidance.

The process undertaken to develop Modernising Pay Arrangements

The negotiated recommendation has been informed by intelligence gathered from AoC's member colleges throughout the year. This has taken the form of:

- information collected in regions by AoC Board members and AoC Regional Directors;
- participation at regional meetings by David Gibson, Sue Dutton and Ivor Jones;
- feedback from regional HR networks;
- information from the 70% plus member colleges completing AoC's
- pay survey questionnaire; and
- feedback from the 300 participants attending pay consultation events in May 2003 across England, including subsequent letters and emails with consultation comments.

Working from this intelligence, AoC's negotiations with the trade unions of the National Joint Forum in the Modernising Pay Arrangements working group were based on the following principles:

- affordability- with colleges expecting to settle at around 3% in 2003;
- maximum local flexibility within a competitive labour market; a local negotiations environment allowing for greater stability and the opportunity to plan longer _term; and
- a framework for implementing workforce modernisation. These principles have informed all our negotiations with the National Joint Forum.

The Benefits

The recommendation is a light touch framework agreement that recognises the wide range of local conditions in colleges and reflects the fact that colleges will be developing a range of pay initiatives and changes in return for access to Success for All money.

The recommendation is a two year pay agreement for 2003/2004 and 2004/2005. It is intended to provide for stability in industrial relations. It is also designed to support colleges with long term planning in respect of staffing establishment costs, whilst providing a framework for modernisation for those colleges which are able to optimise their funding within the framework of Success for All.

A significant element of the agreement is the commitment from all of the trade unions of the National Joint Forum to work with AoC to develop national framework agreements in the form of Joint Agreements on Guidelines for Performance Management, Job Evaluation and Career Families and Pathways. This is intended to afford colleges the opportunity to develop these initiatives, locally

Its objectives are to:

- Link modernisation of pay arrangements to the achievement of performance-related funding under Success for All
- Establish a basis for improved industrial relations within the sector
- Recognise the Government's desire for modernisation of pay arrangements
- Reflect the wide range of local conditions in colleges
- Provide a flexible, light touch framework which acknowledges the developments within colleges and provides a basis for further development adapted to suit local circumstances
- Ensure cost increases can be contained within overall sector funding allocations
- Recognise that affordability will vary from college to college
- Provide a framework for pay which will enable colleges to make a start on tackling recruitment and retention issues and the erosion of pay differentials which have occurred over recent years and address emerging legal requirements in respect of equal pay.

Funding

In negotiating this recommendation AoC has taken into account both the funding improvements for the sector in the period to 2005-06 emerging from the Spending Review 2002, and the additional costs which colleges face as a result of the transfers arising from Success for All and other Government policy changes.

It recognises that colleges will not all benefit equally from the changes, and that some colleges face considerable funding pressures in the short term — especially but not exclusively, those which may not secure the performance-related funding enhancement envisaged in 2004-05 in Success for All. Colleges facing difficulties in implementing the pay proposals are invited to discuss with the Association how best to take forward the recommendations.

More generally, in recognition of the continuing pressures on pay, AoC and the trade unions of the National Joint Forum will be pressing Government over the coming months to give priority to further improvements in sector funding in the next Spending Review, on which announcements are expected next summer 2004.

The Modernising Pay Arrangements strategy will highlight to Government the direct link that the Success for All funding attaches to improved pay for staff and the new LSC approach to premium funding in 2004/2005 and 2005/2006.

This will in turn form the basis for the Association's Spending Review bid to Government this Autumn 2003. The bottom line will be that existing funding levels must be sustained to provide colleges with sufficient funding to support Modernising Pay Arrangements steadily increased year on year to enable colleges to attract new high calibre staff and retain existing high calibre staff to deliver the Government's aspirations set out in Success for All and its workforce development strategy.

The Recommendation

The national recognition and procedure agreement was established to form a national consultation forum to disseminate good practice in employment matters and to negotiate on pay and employment matters relevant to the workplace.

The outcome of the national negotiations and consultations is a recommendation to local colleges.

"The Further and Higher Education Act 1992 gives Corporations the right to determine their own terms and conditions of employment, therefore, the national recommendations are advisory only However, it is anticipated that the majority of colleges will choose to adopt the national recommendations."

Reproduced from the national recognition and procedure agreement — January 2000

Seventy per cent of AoC Member Colleges follow the Association's recommendation year on year.

The recommendation 2003 / 2004

The recommendation is:

0.5% on all salaries and allowances with effect from 1 April 2003, previously notified to colleges in Chief Executive's Letter 5/03.

- 3.0% on all salaries and allowances with effect from 1 August 2003.
- £5.33 minimum hourly rate with effect from 1 August 2003.
- In the light of recruitment and retention difficulties in the sector, the top range of the lecturers' pay scale is to be extended by providing pay progression opportunities up to £29,577 for recruitment, retention and motivation purposes with effect from 1 August 2003, using the existing discretionary points 15 and 16 on the lecturers' pay scale.

The recommended salary scales are set out on below [pages 13 and 14].

Recommended Scales – 1st April 2003

0.5% increase £5 per hour

Lecturers April 03

	£14,829
2	£15750
3	£16,677
4	£17607
5	£18,525
6	£19,452
7	£20,388
8	£21,303
9	£22211
10	£23,463
II	£24,075
12	425,008
13	£25,935
14	£26,868
15	£27,795
16*	£28,713
	Senior
	Lecturers
Ib]	£25,935
0	£26,868
	£27 798
2	£28,713
3	£29,646
4	£30,567
5	£31,500
6	£32421
7	£33,345
8	£31,272

Unqualified lecturers

	Management
	Apr 03
0	£26,934
1	£27,819
2	£28,704
3	£29,583
4	£30,459
5	£31,353
6	£32,232
7	£33,111
8	£33,999
9	£34,875
10	£35,835
11	£36,841
12	£37917
13	£38,958
14	£40,008
15	£41 046
16	£42,090
17	£43,131
18	£44163
19	£45210
20	£46,251
21	£47,301
22	£48,345
23	£49,383
24	£50,418
25	£51,462
26	£52506
27	£53,547
28	£54,594
29	£55 629
30	£56670
31	£57711
32	£58,749
33	£59,796
34	£60,840
35	£61 884
	1

36*	£62883
37*	£63 876

Support	
	Apr 03
5**	£9620
6**	£9768
7	£10101
8	£10,506
9	£10,773
10	£11,106
11	£11,463
12	£11715
13	£12,225
14	£12444
15	£12,690
16	£13,047
17	£13242
18	£13,512
19	£13,830
20	£14157
21	£14 424
22	£14,961
23	£15516
24	£16,099
25	£16,512
26	£17,910
27	£17580
28	£18,135
29	£18,726
30	£19,356
31	£19,998
32	£20805
33	£21504
34	£22,185
35	£22,848
36	£23,526
-	

^{*} Discretionary points

^{** £5.00} per hour

37	£24,201
38	£24714
39	£25,371
40	£26,091
41	£26,871
42	£27,750
43	£28,494
44	£29241
45	£29,994
46	£30750
47	£31,506
48	£32,217
49	£33 006
50	£33,765
51	£34,512
52	£35259

Lecturers in Agriculture April 2003	
1	£14,832
2	£15,750
3	£16,630
4	£17,607
5	£18,525
6	£19,455
7	£20,388
8	£21,303
9	£22,236
10	£23,163
11	£24,078
12	£25,008
13	£25,935
14	£26,871
15	£27,798
16	£28,716
17	£26,544
18	£27,366
19	£28,191

20	£29,013
21	£29,850
22	£30,927
23	£31,767
24	£32,604
25	£33,453
26	£34,290
27	£35,142

Non-Assimilated Salaries		
for Manual Workers		
(Annu	(Annual)	
Apr 03	}	
1	£9,750	ı
2	£10,09	2
3	£10,40	1
4	£10,75	8
5	£11,09	7
6	£11 45	7
Craft n	nan	£12,213
Plumbe	ers	£13,035
Labour	rers	£10731
Engine	ers	£13449
Electri	cians	£13,449

Non Assimilated Salary	
Scales for APT& C Staff	
Apr 03	
5**	£9,620
6	£10,053
7	£10,536
8	£11,079
9	£11,715
10	£12,444
11	£12 444
12	£12,690
13	£13,017
14	£13,245

15	£13,512
16	£13,830
17	£14,160
18	£14,424
19	£14964
20	£15,516
21	£16,089
22	£16,512
23	£17,010
24	£17,580
25	£18,335
26	£18,729
27	£19,356
28	£20,001
29	£20,805
30	£21,504
31	£22,195
32	£22848
33	£23,526
34	£24,201
35	£24,714
36	£25,371
37	£26,091
38	£26,871
39	£27,750
40	£28,494
41	£29,241
42	£29,997
43	£30,750
44	£31,509
45	£32,217
46	£33,006
47	£33 765
48	£34512
49	£35,259

Recommended Scales – 1st August 2003

3.0% increase £5.33 per hour

Lecturers Aug 03	
1	£15276
2	£16224
3	£17178
4	£18138
5	£19083
6	£20 037
7	£21000
8	£21945
9	£22902
10	£23859
11	£24798
12	£25761
13	£26715
14	£27675
15**	£28629
16**	£29577

Senior Lecturers Aug 03	
Ib]	£26715
0	£27675
1	£28,632
2	£29,577
3	£30,537
4	£31,485
5	£32,445
6	£33,396
7*	£34,347
8*	£35,301

Unqualified lecturers

^ Discretionary
Recruitment Retention and
Motivation pay points

* Discretionary points
New point equates to £5.33
per hour

Management		
	Aug 03	
0	£27744	
1	£28,656	
2	£29,568	
3	£30,471	
4	£31,374	
5	£32,295	
6	£33,201	
7	£34,107	
8	£35,019	
9	£35,922	
10	£36,912	
11	£37,998	
12	£39,057	
13	£40,128	
14	£41,211	
15	£42,279	
16	£43353	
17	£44,427	
18	£45,489	
19	£46,569	
20	£47,640	
21	£48,723	
22	£49,797	
23	£50 865	
24	£51,933	
25	£53,007	
26	£54084	
27	£55,155	
28	£56,232	

29	£57, 00
30	£58,371
31	£59,445
32	£60,513
33	£61,590
34	£62,667
35	£63741
36*	£64,770
37*	£65,793

Support Aug 03	
New Point	£10,255
7	£10407
8	£10,824
9	£11097
10	£11442
11	£11,808
12	£12,069
13	£12, 594
14	£12,819
15	£13071
16	£13,440
17	£13641
18	£13,920
19	£14,247
20	£14,583
21	£14,859
22	£15 411
23	£15,994
24	£16,572
25	£17,010
26	£17 523
27	£18, 108
28	£19,681
29	£29290
30	£19,938
31	£20598
32	£21,432

33	£22,152
34	£22 851
35	£23,535
36	£24,234
37	£24,931
38	£25,458
39	£26,133
40	£26,874
41	£27678
42	£28,584
43	£29,349
44	£30,120
45	£30,894
46	£31,674
47	£32,454
48	£33,186
49	£33,999
50	£34,779
51	£35550
52	£36,318

Lecturers in Agriculture	
Aug 03	
1	£15,279
2	£16,224
3	£17,181
4	£18138
5	£19,083
6	£20,040
7	£21,000
8	£21,945
9	£22,905
10	£23,859
11	£24,801
12	£25,761
13	£26,715
14	£27,678
15	£28,632

16	£29,580
17	£27,342
18	£28,188
19	£29,037
20	£29,886
21	£30,747
22	£31,857
23	£32,721
24	£33,585
25	£34,458
26	£35319
27	£36,198

Non-Assimilated Salaries			
for Man	ual Wo	rkers	
(Annual	(Annual)		
Aug 03			
1	£10255		
2	£10,395		
3	£10,716		
4	£11,082	2	
5	5 £11,430		
6	6 £11,802		
Craftsma	ın	£12,582	
Plumber	s	£13428	
Laboure	rs	£11,055	
Engineer	rs .	£13,854	
Electrici	ans	£13854	
Non-Assimilated Salary			
Scales for APT & C Staff			
Aug 03			
	5	£10,255	
	6	£10,356	
	7	£10,854	
	8	£11,412	
	9	£12,069	
	10	£12,819	
	11	£12,819	

12	£13,071
13	£13,410
14	£13644
15	£13,920
16	£14247
17	£14586
18	£14,859
19	£15414
20	£15,984
21	£16,572
22	£17010
23	£17523
24	£18,108
25	£18681
26	£19293
27	£19,938
28	£20,604
29	£21,432
30	£22,152
31	£22,851
32	£23,535
33	£24,234
34	£24,930
35	£25,458
36	£26,133
37	£26,874
38	£27,678
39	£28,584
40	£29,349
41	£30,120
42	£30,897
43	£31,674
44	£32,454
45	£33,186
46	£33,999
47	£34,779
48	£35,550
49	£36,318

2004/2005

The recommendation is:

- 3.0% on all salaries and allowances from 1 August 2004.
- Assimilation of staff on to a harmonised pay spine by 1 August 2004, to the nearest higher point on the spine.
- Reduction of the current 14 point lecturers' salary scale to an 8 pay progression point scale with effect from 1 August 2004.
- A new salary range for advanced teaching and training with effect from 1 August 2004.
- £6.00 minimum hourly rate by 1 April 2005.

The Employment Committee made clear in negotiations that the modernisation elements of the agreement _recommended for implementation in August 2004 _are wholly dependent upon the ability of individual colleges to optimise funding under the *Success for All* arrangements. The agreement is structured to enable colleges to demonstrate to staff the direct link between improved pay and the achievement of additional funding in 2004-05.

The modernisation elements of the recommendation are a harmonised pay spine, an 8 point teaching and training scale and the advanced teaching and training scale. This recommendation is a light touch framework which recognises that colleges may have adopted their own variations and will want to build upon their existing good practice in return for *Success for All* funding. As stated earlier in this report, it is wholly dependent upon colleges' ability to optimise funding under *Success for All* arrangements.

The recommended salary scales are set out below [on pages 16.18].

Assimilation to Harmonised Pay Spine - 1st August 2004

Harmonised Pay Spine	
1	£10,255
2	£10,563
3	£10,881
4	£11,208
5	£11,547
6	£11,895
7	£12,252
8	£22,621
9	£13,002
10	£13,395
11	£13,797
12	£14,211
13	£14,640
14	£15,081
15	£15,534
16	£16,002
17	£16,485
18	£16,980
19	£17,490
20	£18,015
21	£18,558
22	£19,116
23	£19,692
24	£20,283
25	£20,892
26	£21,519
27	£22,167
28	£22,833

29	£23,520
30	£24,228
31	£24,957
32	£25,707
33	£26,481
34	£27,276
35	£28,095
36	£28,938
37	£29,808
38	£30,705
39	£31,629
40	£32,580
41	£33,558
42	£34,566
43	£35,604
44	£36,675
45	£37,776
46	£38,910
47	£40,080
48	£41,283
49	£42,522
50	£43,800
51	£45,114
52	£46,470
53	£47,865
54	£49,302
55	£50,784
56	£52,308
57	£53,880
58	£55,497
-	

59	£57,162
60	£58,878
61	£60,645
62	£62,466
63	£64,341
64	£66,273
65	£68,262
66	£70,311
67	£72,423
68	£74,598

Harmonised Pay Spine – 1st August 2004 with 3.0% increase

Harmonised	Pay Spine
plus 3.0%	
1	£10,563
2	£10,881
3	£11,208
4	£11,547
5	£11,895
6	£12,252
7	£1 2,621
8	£13,002
9	£13,395
10	£13,797
11	£14,211
12	£14,640
13	£15,081
14	£15,534
15	£16,002
16	£16,485
17	£56 980
18	£17,490
19	£18,015
20	£18,558
21	£19,116
22	£19,692
23	£20,283
24	£20,892
25	£21,519
26	£22,167
27	£22,833
28	£23,520
29	£24,228
30	£24,957
31	£25,707
32	£26,481
33	£27,276
34	£28,095

3	35	£28,938
3	36	£29,808
3	37	£30,705
3	38	£31,629
3	39	£32,580
	10	£33,558
	1 1	£34,566
	12	£35,604
	13	£36,675
	14	£37,776
	15	£38,910
	16	£40,080
	1 7	£41,283
	18	£42,522
2	19	£43,800
4	50	£45,114
4	51	£46,470
4	52	£47,865
4	53	£49,302
4	54	£50,784
4	55	£52,308
3	56	£53,880
3	57	£55,497
4	58	£57,162
4	59	£58878
(50	£60,645
(51	£62,466
(52	£64,341
(53	£66,273
(54	£68,262
(55	£70,311
(56	£72,423
(67	£74,598
(58	£76,836
-		

Harmonised Pay Spine and Career Families and Pathways – 1st August 2004

Harmonised 1	Pay Spine + 3.
1	£10,563
2	£10881
3	£11,208
4	£11,547
5	£11,895
6	£12,252
7	£12,621
8	£13,002
9	£13,395
10	£13,797
11	£14,211
12	£14,640
13	£15,081
14	£15,534
15	£16,002
16	£16,485
17	£16,980
18	£17,490
19	£18,015
20	£18,558
21	£19,116
22	£19,692
23	£20,283
24	£20,892
25	£21,519
26	£22167
27	£22,833
28	£23,520
29	£24,228
30	£24,957
31	£25,707
32	£26,481
33	£27,276
34	£28,095

35	£28,938
36	£29,808
37	£30,705
38	£31,629
39	£32,580
40	£33,558
41	£34,566
42	£35,604
43	£36,675
44	£37,776
45	£38,910
46	£40,080
47	£41,283
48	£42,522
49	£43,800
50	£45,114
51	£46,470
52	£47,865
53	£49,302
54	£50,784
55	£52,308
56	£53,880
57	£55,497
58	£57,162
59	£58,878
60	£60,645
61	£62,466
62	£64,341
63	£66,273
64	£68,262
65	£70,311
66	£72,423
67	£74,598
68	£76,836
-	

Business Support	
1	£10,563
2	£10,881
3	£11,208
4	£11,547
5	£11,895
6	£12,252
7	£12,621
8	£13,002
9	£13,395
10	£13,797
11	£14,211
12	£14,640
13	£15,081
14	£15,534
15	£16,002
16	£16,485
17	£16,980
18	£17,490
19	£18015
20	£18,558
21	£19116
22	£19,692
23	£20,283
24	£20,892
25	£21,519
26	£22, 167
27	£22,833
28	£23,520
29	£24,228
30	£24,957
31	£25,707
32	£26,481
33	£27,276
34	£28,095

35	£28,938
36	£29,808
37	£30,705
38	£31,629
39	£32 580
40	£33,558
41	£14,566
42	£35604
43	£36,675
44	£37,776

Lear	ning Support
1	£10,563
2	£10,881
3	£11,208
4	£11,547
5	£11,895
6	£12252
7	£12621
8	£13,002
9	£13395
10	£13,797
11	£14,211
12	£14,640
13	£15,081
14	£15,534
15	£16002
16	£16,485
17	£16,980
18	£17490
19	£18,015
20	£18,358
21	£19,116
22	£19,692
23	£20,283
24	£20,892
25	£21,519
26	£22,167

Training 15 £16,002 16 £16,485 17 £16,950 18 £17,490 19 £18,015 20 £18,558 21 £19,116 22 £19,692 23 £20,283 24 £20,892 25 £21,519 26 £22,167 27 £22,833 28 £23,520 29 £24,228 30 £24,957 31 £25,707 32 £26 481 33 £27,276 34 £28,095 35 £28,938 36^ £29,808 37^ £30,705 Advanced Teaching & Training 37 £30 705	Teac	hing &	
15 £16,002 16 £16,485 17 £16,950 18 £17,490 19 £18,015 20 £18,558 21 £19,116 22 £19,692 23 £20,283 24 £20,892 25 £21,519 26 £22,167 27 £22,833 28 £23,520 29 £24,228 30 £24,957 31 £25,707 32 £26 481 33 £27,276 34 £28,095 35 £28,938 36^ £29,808 37^ £30,705 Advanced Teaching & Trainmg			
16 £16,485 17 £16,950 18 £17,490 19 £18,015 20 £18,558 21 £19,116 22 £19,692 23 £20,283 24 £20,892 25 £21,519 26 £22,167 27 £22,833 28 £23,520 29 £24,228 30 £24,957 31 £25,707 32 £26 481 33 £27,276 34 £28,095 35 £28,938 36^ £29,808 37^ £30,705			
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34 £28,095 35 £28,938 36^ £29,808 37^ £30,705 Advanced Teaching & Trainmg	32	£26 481	
35 £28,938 36^ £29,808 37^ £30,705 Advanced Teaching & Trainmg	33	£27,276	
36^ £29,808 37^ £30,705 Advanced Teaching & Trainmg	34	£28,095	
37^ £30,705 Advanced Teaching & Trainmg	35	£28,938	
Advanced Teaching & Trainmg	36^	£29,808	
& Trainmg	37^	£30,705	
& Trainmg			
	Advanced Teaching		
37 £30 705	& Trainmg		
	37	£30 705	
38 £31,629	38	£31,629	
39 £32 580	39	£32 580	
40 £33,558	40	£33,558	
41 £34,566	41	£34,566	

Leadership &		
Management		
37	£30,705	
38	£31,629	
39	£32,580	
40	£33558	

41	£34,566
42	£35,604
43	£36,675
44	£37,776
43	£38,910
46	£40,080
47	£41,283
48	£42,522
49	£13,800
50	£45,114
51	£46,470
52	£47,865
53	£49,302
54	£50,784
55	£52,308
56	£53,880
57	£55,497
58	£57,162
59	£58 878
60	£60,645
61	£62,466
62	£64,341
63	£66,273
64	£68,262
65	£70,311
66	£72,423
67	£74,598
68	£76,836

Unqualified lecturers

BOLD Recommended pay progression points

^ Discretionary
Recruitment Retention and
Motivation pay points

The 8 point pay scale for Qualified Lecturers begins on point 23

Implementing the Changes

In support of the 2004/2005 elements, AoC with member colleges and the trade unions of the National Joint Forum will negotiate on the framework of guideline agreements that will assist colleges wishing to develop Performance Management Schemes, Job Evaluation and the Career Families and Pathways underpinned by FENTO and SSC Occupational Standards and endorsed Qualifications.

Advice and support will be available to individual colleges via the Association's Employment Helpline. The Employment Advisers will also be available to attend regional meetings. In addition to this the Association has held five events across England in late Autumn 2003 to disseminate advice and guidance on the recommendation. Member colleges from the Modernising Pay Arrangements HR Focus Group have volunteered to showcase their work at their colleges at the Modernising Pay Arrangement dissemination events.

Additionally, the Association will produce a case study report on the variety of pay practices across colleges to assist colleges when determining their approach to moderninising pay arrangements. A guidance document will also be produced to assist implementation.

The AoC Negotiating Team

The AoC negotiating team throughout the negotiations process included all Employment Committee members namely:

- Margaret Morgan, Chair of AoC Board and Employment Committee and Chair of Southwark College
- Nick Lewis, Vice Chair of AoC Board and Principal of Broxtowe College
- Helen Parr, AoC Board member and Principal of Oaklands College
- Ray Dowd, AoC Board member and Principal of Wirral Metropolitan College
- David Lawrence, AoC Board member and Principal of Easton College
- Bernard Vaughan OBE, Chair of AoC Board and Chair of Bournemouth and Poole College
- Bob Baird, AoC Board member and Chair of Joseph Priestley College
- John Moorley, AoC Board member and Chair of Bishop Auckland College
- Gordon Hopkins, AoC Board member and Principal of Dudley College
- Roger Hampton, AoC Board member and Principal of Bridgend College.

Officers in attendance were:

- Ivor Jones, Director of Employment Policy
- Sue Dutton, Deputy Chief Executive
- Evan Williams, Employment Adviser
- Emma Durrant, PA to Director of Employment Policy Trudie Enks and Sumitra Kumar, Compensation and Benefits Analysts.