

Report to be considered by the Joint Negotiating Committee on 29 March 2000

This report may also be of interest to: Members of the Economy and Lifelong Learning Committee

SALARIES FOR ADULT CONTINUING EDUCATION TUTORS

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1. Purpose

- 1.1 This paper provides information about the salaries for the Part-time tutors who work for the Adult Continuing Education Service
- 1.2 It invites the Committee to agree the rate at which these employees will be paid in the future.

2. Summary

- 2.1 The Adult Continuing Education tutors have, since 1996 only received one cost of living rise in 1999, and they are not currently included in the single status arrangements.
- 2.2 A proposal to appoint these employees to the unqualified teachers' scale is set out in this paper.

3. Recommendations

- 3.1 That the complexities involved in deriving a suitable salary structure for this group of employees, be noted.
- 3.2 That the proposed salary arrangements presented in the report, be agreed.

4. **Background**

- 4.1 This service was previously part of Buckinghamshire County Council.
- 4.2 The rate of pay includes payment for annual leave, preparation and marking time and the expectation that employees will attend staff development sessions without further payment
- 4.3 The Adult Continuing Education Service (ACE) employs about 225 part-time tutors who teach on approximately 700 part-time courses each year.
- 4.4 The ACE Tutors were originally employed on Silver Book terms and conditions of service. However, the failure of national negotiators to reach a satisfactory agreement has meant that this group of workers has had no recognised framework for agreeing salary increases.
- 4.5 Tutor salaries have not been changed since April 1996, other than benefiting from the cost of living increase in April 1999.
- 4.6 Currently ACE tutors receive £14.96 per hour. This has left the service behind most other providers locally and nationally. There is a danger that longstanding tutors often with unique expertise matched to the borough's particular identified needs, may leave to work elsewhere. Comparative figures are attached as an **Annex** to this report.

5. **Issues and Choices**

- 5.1 The appropriate entry level on to the unqualified teachers' scale needs to reflect the skills and expertise required for the duties of the post.
- 5.2 Issues and choices for ACE tutors are set out in item 8 in the **Annex** to this report.

6. **Implications**

6.1 Environmental

None apparent at this stage.

6.2 Equalities

The Council seeks to ensure there is equality of opportunity for all its employees. The proposed structure is designed to offer an equitable and coherent solution to a complex issue.

6.3 Financial

There are financial implications, which are outlined in the paper. Full account of these proposals has been taken into account in the budget for the current and next financial year.

6.4 Legal

None apparent.

6.5 Staff and Accommodation

The proposals seek to develop appropriate salary arrangements for these employees.

7. **Conclusions**

7.1 The paper demonstrates the need to develop appropriate salary structures for this group of employees. The paper describes the various elements within the proposed salary structure and demonstrates the basis on which the proposal has been developed.

7.2 The proposals in this document provide an equitable basis for the future of this important service.

Background Papers: None notified by the author