

ANNEX TO ITEM 19(d)

POLICY AND RESOURCES COMMITTEE

29 MARCH 2000

Issues and Choices for ACE Tutors:

- (a) In the most recent past, all tutors have received the same hourly rate of pay, which is based on the taught hours but includes an explicit assumption (outline in contracts) that preparation, marking and staff development will be carried out.
- (b) It is proposed to introduce differentiation in the rates of pay according to the type of course taught. This would recognise that the amount of work that tutors need to carry out differs according to the nature of the course being taught. These factors have been recognised by most colleges and adult education providers who now generally provide differentiated pay scales (see no. 5 below).
- (c) Using a spot rate rather than a more complex system. Tracking the appropriate point for each of 225 tutors who may only work for a few weeks; or even days in a year would be disproportionately resource intensive. It would create a very complex system to explain to tutors. Other providers generally use a simple system of three rates as outlined above.
- (d) It is recognised that teachers are deemed to undertake a notional 1265 hours per annum as directed time. In Adult Continuing Education the course requirements for the different types of courses offered require different levels of staff time in order to deliver and support the courses. These are recognised in the different levels of time required to support tutoring for each of the different course types.

	Contact time	Proportion of non-contact time
Non-Accredited	1150	1:10
Accredited Excluding A level	1100	1.5:10
A level or Equivalent	1054	2:10

- (e) It is therefore proposed to use a three single hourly rates for payment purposes, each based on the maximum of the unqualified teachers' scale to be used. Many tutors have worked in the service for this number of years and many of those who have not, have equivalent service records elsewhere. This would give the following salary rates for the current financial year.

Authority	Milton Keynes Council current	Milton Keynes Council proposed	Milton Keynes College	Bucks CC	Northants CC	Beds CC
Non – Accredited	14.96	15.99	15.69	15.95	15.86	15.56
Accredited Excluding A level or equivalent	14.96	16.71	18.81	16.78	Currently negotiation	16.49
A level or Equivalent	14.96	17.44	18.81	17.61	20.00 for experienced tutors	17.48

- (f) The full calculations used to derive these figures are provided in the Appendix to this annex. Please note that the salary levels quoted in the Appendix are based on the “School Teachers’ Pay and Conditions Document 1999”.
- (g) Backdating the award. Tutors pay has generally been agreed for an educational year rather than a financial year. Budget calculations have been based on the proposed figures and funding retained to backdate payments to September 1999. It is proposed that this is agreed and that in future pay rises (which would continue to be calculated on the same basis and therefore only consist of cost of living rises) would take place on 1 September each year.