

# Civil Service Conciliation and Arbitration Scheme

## General Council Report 1313

(Meeting/s of 30 April 1997)

### Agreement in relation to the grades of Engineering Draughtsperson, Senior Engineering Draughtsperson, Principal Engineering Draughtsperson, Architectural Assistant Grades 1 and 11, Engineering Technicians, Grades 1 and 11

1 Claims in relation to the pay of the above grades fell to be considered in the context of Clause 3 of the PESP pay agreement. Discussions took place in the context of the local bargaining provisions of the pay agreement associated with the PCW which provides that it is open to parties who had not processed claims under Clause 3 of the PESP to process their claims on the basis set out in Clause 2(iii) A of the PCW pay agreement.

2 The Official Side said that their approach to the discussions with the Union were on the basis that additions to payroll costs would have to be compatible with the cost parameters of the PCW. The Official Side also had requirements in relation to flexibilities and changes in work practices.

3 Following discussion between the sides agreement was reached on the proposals set out in the Appendix to this report. The Union confirmed their acceptance of the provisions set out in the central agreement which had been negotiated with IMPACT in regard to flexibilities and changes in work practices (Appendix 2 to Agreed Report No 1306).

4 Both sides noted that, as provided for in the PCW pay agreement, no cost increasing claims on behalf of the grades concerned for improvements in pay or conditions may be made or processed during the currency of the agreement.

5 At a meeting on 30 April 1997 the Council agreed to recommend for acceptance the overall package outlined in paragraph 3.

6 This report accordingly records such agreement.

7 This report was adopted on 30 April 1997.

**Agreement in relation to the grades of Engineering Draughtsperson, Senior Engineering Draughtsperson, Principal Engineering**

**Draughtsperson, Architectural Assistant Grades I and II, Engineering Technicians, Grades I and II under the provisions of Clause 2 (iii) A of the Programme for Competitiveness and Work as applied to the Public Service**

**1 Future pay structure**

All Scales and amounts referred to are in 1 June 1995 terms

1.1 There will be 4 salary levels for the grades covered by this agreement:

**Level 1 - Recruitment level- Engineering Draughtspersons, Architectural Assistants, Grade II and Engineering Technicians, Grade II (Personal arrangements for serving Engineering Technicians, Grade II):**

£200-00 - 207-50 - 215-00 - 223-41 - 231-86 - 240-31 - 248-76 - 257-21 - 265-66 - 274-11 - 282-56 - 291-01 - 299-46 - 307-91 - 316-40 (maximum) - 327-16 (after three years satisfactory service at maximum)- 337-92 (after six years satisfactory service at maximum).

**Level 2 - At present: Senior Engineering Draughtspersons**

£16,227 - 16,512 - 16,879 - 17,252 - 17,617 - 17,985 - 18,324 (maximum) - 18,947 (after 3 years' satisfactory service at maximum) - 19,570 (after 6 years' satisfactory service at maximum)

**Level 3- At present: Architectural Assistants, Grade I, Engineering Technicians, Grade I and Principal Engineering Draughtspersons**

£17,811 - 18,166 - 18,564 - 18,994 - 19,435 - 19,930 - 20,385 (maximum) - 21,078 (after 3 years' satisfactory service at maximum) - 21,771 (after 6 years' satisfactory service at maximum)

**Level 4: (There will be a common set of duties between Levels 3 and 4.)**

£19,930 - 20,385 - 21,000 - 21,750 - 22,500 - 23,250 - 24,000

For the future, progression from each level will be to the next highest level.

1.2 Revised scales for the period 1 April 1994 to 1 June 1997 are set out at Appendix 1. Subject to paragraph 9 assimilation will be by way of corresponding points.

**Serving Staff**

**2 Engineering Draughtspersons and Architectural Assistants, Grade II**

2.1 The Level 1 scale shown in paragraph 1 above will apply to the grades.

### **3 Engineering Technician, Grade II - serving**

3.1 Serving Engineering Technicians, Grade II will be assimilated to the Level 3 scale on a personal basis under the assimilation arrangements set out in paragraphs 9.2 and 9.3.

### **4 Senior Engineering Draughtsperson**

4.1 The Level 2 scale shown in paragraph 1 above will apply to the grade.

### **5 Principal Engineering Draughtsperson**

5.1 Principal Engineering Draughtspersons will be assimilated to the Level 3 scale shown in paragraph 1 above. Staff at the maximum of scale (all serving staff are in this position) will be advanced to the maximum of the Level 3 scale above under the phasing arrangements set out in 8.1 and 8.2. For the purpose of qualifying for the long service increments they will be regarded as having reached the maximum of the new scale with effect from the date of payment of the first phase of the increase arising - 1 June 1994. Accordingly, subject to satisfactory service, the first long service increment will be payable with effect from 1 June 1997 and the second long service increment will be payable three years later.

### **6 Architectural Assistants, Grade I and Engineering Technicians, Grade I**

6.1 The Level 3 scale shown in paragraph 1 above will apply to the grades.

6.2 In recognition of agreement by the union that certain posts formerly at Architectural Assistant Grade I level would be filled by recruitment at Grade II level, three serving Architectural Assistants, Grade II will be advanced to Architectural Assistant, Grade I.

### **7 Advancements to Level 4 salary**

7.1 Eight Architectural Assistants, Grade I, four Engineering Technicians, Grade I and one Principal Engineering Draughtsperson will be advanced to the Level 4 salary shown in paragraph 1 above. The criteria to apply to these advancements will be the subject of discussion between management and the union. The advancements will be as set out below:

## **Architectural Assistants, Grade 1**

The eight advancements will be allocated as follows:

5 Office of Public Works

1 Department of Arts Culture and the Gaeltacht

1 Department of Education

1 Department of the Environment

## **Engineering Technicians, Grade 1**

The four advancements will be allocated as follows:

3 Office of Public Works/Department of Arts, Culture and the Gaeltacht - the allocation of the three posts between these areas will be decided when the transfer of staff from the Office of Public Works to the Department of Arts, Culture and the Gaeltacht is made

1 Department of the Marine

## **Principal Engineering Draughtsperson**

One Principal Engineering Draughtsperson in the Office of Public Works will be advanced to Level 4 salary.

## **8 Phasing**

8.1 The long service increments payable in the Levels 1-3 salary scales will be introduced in phases as follows:

. 60% of increase payable (one or two long service increments, as appropriate) with effect from 1 June 1994

. the balance of the amount payable with effect from 1 June 1997

8.2 The advancement of Principal Engineering Draughtspersons at the maximum of the scale to the present maximum for Architectural Assistant, Grade I/Engineering Technician, Grade I (paragraph 5.1 refers) will be implemented in the same manner.

## **9 Assimilation**

9.1 Serving Engineering Draughtspersons and Architectural Assistant,

Grades II who are not on the maximum of their scale will be assimilated to the next highest scale point on the Level 1 salary scale with effect from 1 April 1996. The method of assimilation is shown in Appendices 1A and 1B.

9.2 Subject to satisfactory service, serving Engineering Technicians, Grade 2, all of whom are on the maximum of the present personal scale, will receive a long service increment of £385 with effect from 1 June 1994.

9.3 With effect from 1 April 1996 serving Engineering Technicians, Grade 2 will be assimilated to the Level 3 scale at existing pay, including the long service increment payable under paragraph 9.2. This will result in entry to the scale at an off scale point and the person concerned will subsequently be assimilated to a scale point in accordance with the normal arrangements in this regard.

9.4 Except where paragraph 9.6 applies, staff in the grades covered by this agreement (other than Principal Engineering Draughtsperson which is dealt with in paragraph 5.1 and serving Engineering Technicians which are dealt with in paragraphs 9.2 and 9.3) who were on the maximum of the relevant scale on 1 June 1994 or who reach the maximum of the scale before 1 June 1997 will, subject to the phasing arrangements set out in paragraph 8.1, be eligible for the first long service increment without the requirement that three years be served on the maximum.

9.5 In the case of staff covered by paragraph 9.4, payment of the first phase of the first long service increment will be made as follows:

. with effect from 1 June 1994 in the case of staff who were on the maxima of the scales at that date.

. with effect from the date the maximum was reached in the case of staff who reach the maximum of the scale subsequent to 1 June 1994 and before 1 June 1997.

In these cases payment of the second phase of the first long service increment will be made with effect from 1 June 1997.

9.6 Subject to the phasing arrangements set out in paragraph 8.1, staff in the grades referred to in paragraph 9.4 with six years satisfactory service on the maximum of the relevant scale or who subsequently attain such service will be eligible for the second long service increment with effect from 1 June 1994 or such subsequent date as six years satisfactory service on the relevant maximum has been completed.

## **10 Persons advanced to the new Level 4 salary scale and Architectural Assistants, Grade II advanced to Architectural Assistant, Grade I**

10.1 Persons referred to in paragraph 7.1 who are advanced to the new Level 4 salary level and Architectural Assistants, Grade II advanced to Architectural Assistant, Grade I (paragraph 6.2 refers) will enter the new scale with effect from 1 April 1996. Entry to the new salary level will be at existing pay. Where this results in entry to the scale at an off scale point the person concerned will subsequently be assimilated to a scale point in accordance with the normal arrangements in this regard. Architectural Assistants, Grade I/Engineering Technicians, Grade I and Architectural Assistants, Grade II qualifying for long service increment(s) will receive the appropriate phase of the long service increment(s) before assimilation to the new scale. The Principal Engineering Draughtsperson to be advanced to the Level 4 scale will receive the first phase of the increase referred to in paragraph 5.1 before assimilation to that scale.

## **11 Flexibility**

11.1 A central agreement has been reached between the official side and IMPACT on measures dealing with flexibility of working and change to apply in the case of IMPACT grades generally (Appendix 2 to General Council Report 1306). Specific flexibility requirement to apply to the grades covered by this agreement are set out in Appendix 2 of this agreement.

## **12. Superannuation issues**

12.1 Staff assimilated to the new scales, including the two long-service increments, and who retire while on those scales, will be pensionable on the basis of those scales.

12.2 Staff who retire after 1 June 1994 but before 1 June 1997 will have their pensions revised, in the normal way, by reference to the rates of pay applicable to serving staff on 1 June 1997.

12.3 The lump sums of staff who retire between 1 June 1994 and 31 May 1997 (both dates inclusive) will be calculated by reference to the first phase (i.e. 60% of the increase involved) of the revised scales, as indicated in paragraph 4.1. The lump sums of staff who retire on and after 1 June 1997 will be calculated by reference to the fully revised scales. (Death gratuities and marriage gratuities will be treated similarly).

## APPENDIX 2

It is recognised by both sides that a feature of the activities carried out by the civil service involves change, new schemes and initiatives, new forms and application of technology. It is acknowledged that staff have co-operated in these matters. It is agreed that this co-operation will be continued and developed in the future, embracing such matters as:

### Engineering Technicians/Draughtspersons

- supervision of direct works and contracts under the general supervision and direction of the Engineers,
- carrying out surveying work as required,
- preparing drawings, including working in the drawing office as required,
- co-operation with the Branch Management in the introduction of a Branch Management system which will entail the setting up of a structure and cost systems similar to those in use in the private sector.
- use of modern technology and work practices e.g., CAD machines, arising from the above.
- flexibility of duties with other grades.
- situations where, in the interests of efficiency and quality in the provision of services, certain operations may be sourced from outside the civil service.

### Architectural Assistants

- co-operation with Branch Management in the introduction of an Architectural Branch Management system which will entail the setting up of a structure and cost systems similar to those in use in the private sector.
- undertaking inspections and building condition surveys as required.
- participation in the management and supervision of projects in progress under the direction of line managers.
- use of modern technology and work practices arising from the above.

- flexibility of duties with other grades.

- situations where, in the interests of efficiency and quality in the provision of services, certain operations may be sourced from outside the civil service.



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This report was adopted on 30 April 1997