



Circular 40/2004

14 September 2004

DEPARTMENT
OF HEALTH AND
CHILDREN
AN ROINN
SLÁINTE AGUS LEANAÍ

Regional Chief Executive
Eastern Regional Health Authority


Chief Executive Officer
Each Health Board

I refer to the attached circular of 10th September 2004 issued by the Health Service Employers Agency regarding instructor/workshop grades in the Intellectual Disability Sector. The sanction of the Minister for Health and Children may be assumed for the implementation of the arrangements set out in the circular.

Health boards are requested to obtain and validate costings from all relevant agencies funded by them in line with the table appended to this letter and should then submit the overall funding requirement to Paul Flanagan, Personnel Management and Development, Department of Health and Children, Hawkins House, Dublin 2. The submission from each health board should summarise the information requested in the table on a named agency-by-agency basis.

Health board allocations will be adjusted following receipt of the validated costings. Boards are therefore asked to arrange the collection and validation of the information required as soon as possible. It would be appreciated if validated costings are returned to this Department by 27th September 2004 to facilitate the timely provision of funding.

Yours sincerely


William Beausang
Principal
Personnel Management and Development Unit

10th September 2004

To: Chief Executive Officer
- Each Health Board/ERHA
- Each Intellectual Disability Sector

Re: Instructor Grades – Intellectual Disability Sector

Following the acceptance by SIPTU and IMPACT of proposals put forward by the LRC for settlement of Parallel Benchmarking claims in respect of Instructor Grades in the Intellectual Disability Sector, the arrangements set out hereunder are now to be implemented.

1. Instructors/Senior Instructors (Specialist Agencies)

Staff paid at this level will receive the monetary value of the Parallel Benchmarking process in accordance with Benchmarking implementation dates.

Staff will benefit from uplifted rates as agreed between the parties with effect from 1st June 2005.

Assimilation from existing scales onto the new uplifted rates will be by way of progression to the next financial point.

Staff will continue to retain their existing incremental date.

2. Workshop Manager (Specialist Agencies)

Workshop Manager grades will be given the monetary value of the Parallel Benchmarking deal and will benefit from the uplifted scales set out in the accompanying documentation. Progression onto this scale from 1st June 2005 shall be on the basis of moving onto the next financial point.

3. Work Shop Instructors (Craft links 12.5% and 25%)

It is confirmed that this grouping of staff will continue to retain their pay linkage with craft grades on a 'red circled' basis. This arrangement will only apply to those staff in employment prior to 1st September 2004.

4. Untrained Teacher Grades

This group of staff, who are employed in the Daughters of Charity Services and St. John of God Order will continue to retain their link with the untrained teacher grade in the Department of Education sector. This arrangement will be on a strictly 'red circled' basis to those staff in employment prior to the 1st September 2004.

These staff will be paid an increase of 13% in accordance with Benchmarking implementation dates.

5. Brothers of Charity (Houseparent linked grades)

These staff will on a strictly 'red circled' basis be paid an increase of 27% in accordance with Benchmarking implementation dates. This arrangement will apply only to staff in employment before 1st September 2004 and is solely applicable to the group of staff employed in the Brothers of Charity Services who have had their pay determined in accordance with the provisions of Labour Court Recommendation 9638.

6. Future Recruitment

All future recruitment at Instructor level in the Intellectual Disability Sector shall be to the grades of Instructor, Senior Instructors and Workshop Manager, Specialist Agencies, as appropriate.

There is to be no further recruitment to Craft linked pay scales, Houseparent linked scales or Department of Education linked rates.

7. Job Descriptions

A small working group, comprising an equal number of management and union representatives, should be established on acceptance of these proposals to agree new job descriptions for the posts of Instructor, Senior Instructor and Manager.

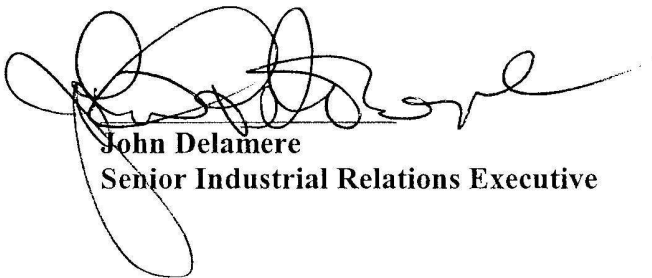
This work should be concluded not later than December 31st 2004.

8. **Sustaining Progress**

All staff encompassed by these proposals shall be subject to the provisions of section 19 of Sustaining Progress.

Any enquiries with regard to this circular should be forwarded to Denise O'Shea, Aoife O'Riordain or the undersigned at HSEA.

Yours sincerely



John Delamere
Senior Industrial Relations Executive

Instructor Grades Pay Proposals

Instructor (Basic)

	1/10/01	1/12/01	1/10/02	1/1/04	1/1/04	1/7/04	1/12/04	1/06/05	1/6/05
		BM. 25%	PPF 4%	50% BM	3% SP	2% SP	2% SP	25% BM	Uplifted
1	18885	19764	20555	22383	23054	23515	23985	24899	25435
2	19482	20361	21175	23003	23694	24167	24651	25565	26358
3	20102	20981	21820	23648	24358	24845	25342	26256	27314
4	20699	21578	22441	24269	24997	25497	26007	26921	28305
5	21311	22190	23078	24906	25653	26166	26689	27603	29331
6	21867	22746	23656	25484	26248	26773	27309	28223	30395
7	22627	23506	24446	26274	27062	27604	28156	29070	31498
8	23206	24085	25048	26876	27683	28236	28801	29715	32640
9	23863	24742	25732	27560	28386	28954	29533	30447	33824
									35050
									36322

Senior Instructor

	1/10/01	1/12/01	1/10/02	1/1/04	1/1/04	1/7/04	1/12/04	1/06/05	1/6/05
		BM. 25%	PPF 4%	50% BM	3% SP	2% SP	2% SP	25% BM	Uplifted
1	20604	21483	22342	24170	24895	25393	25901	26815	27260
2	21271	22150	23036	24864	25610	26122	26645	27559	28249
3	21989	22868	23783	25611	26379	26907	27445	28359	29274
4	22657	23536	24477	26305	27095	27636	28189	29103	30336
5	23353	24232	25201	27029	27840	28397	28965	29879	31436
6	24013	24892	25888	27716	28547	29118	29700	30614	32577
7	24860	25739	26769	28597	29454	30044	30644	31558	33758
8	25518	26397	27453	29281	30159	30762	31378	32292	34982
9	26178	27058	28140	29968	30867	31485	32114	33028	36252
LSI 1	27073	27952	29070	30898	31825	32462	33111	34025	37566
LSI 2	27962	28841	29995	31823	32777	33433	34102	35016	38929

Workshop Manager

	1/10/01	1/12/01	1/10/02	1/1/04	1/1/04	1/7/04	1/12/04	1/06/05	1/6/05
		BM. 25%	PPF 4%	50% BM	2% SP	2% SP	2% SP	25% BM	Uplifted
1	28379	29258	30428	32256	33224	33888	34566	35480	37781
2	29090	29969	31168	32996	33986	34665	35359	36273	39151
3	29855	30734	31963	33791	34805	35501	36211	37125	40571
4	30712	31591	32855	34683	35723	36438	37166	38080	42043
5	31571	32450	33748	35576	36643	37376	38124	39038	43600