

# Terms & Conditions

## Appendix B: Other Pay Allowances

Version: 3.1



# 1 Standby Duty Allowance for Employees other than Social Workers

## 1.1 Entitlement to standby, disturbance and call-out payment

- 1.1.1 The nature of the work for some employees makes it necessary for them to carry out standby duties. Such employees will therefore be contractually required to undertake standby duty if so requested by the authority and to carry out emergency work as and when the need arises.
- 1.1.2 Standby duties to a specific rostered arrangement whereby employees are under an obligation outside their normal working hours (including Saturdays, Sundays, and Public Holidays) to remain on call and to be available to be consulted and if necessary to be called out for emergency duty.
- 1.1.3 Employees whose posts are not paid up to and below a professionally graded post and who are required to undertake standby duty, where this requirement is not already reflected in the grade of the post, will be entitled to payment in accordance with the tables below:

Standby Payment	Effective 1 April 2023	Effective 1 January 2024
For each complete week of standby duty actually performed	£105.72	£106.25
Plus, for each public or extra public holiday in that week	£19.87	£19.97

## 1.2 For Broken Periods of Standby Duty

Standby Period	Effective 1 April 2023	Effective 1 January 2024
Monday to Friday	£10.54	£10.59
Saturday	£22.44 for 24 hours	£22.56 for 24 hours
Sunday and public statutory holiday	£30.58 for 24 hours	£30.74 for 24 hours

- 1.2.1 **NB** Each 24-hour period of standby duty is to commence at the beginning of the working day (or at the same hour on non-working days).

## 1.3 Disturbance and Call Out Payments

1.3.1 Employees undertaking standby duty, who are contacted or called out in accordance with the agreed arrangements, will be paid on the following basis:

1. for each occasion on which the employee is contacted and which results in the exercise of skills for which the standby duty is required, either at the employee's home or elsewhere, a payment (as detailed in the table below) will be applicable. An employee will, however, only be entitled to one such payment within each period of two hours, commencing with the start of the standby session
2. where an employee becomes entitled to a payment in sub-paragraph (1) and, where that or subsequent disturbance or call out is in excess of one hour, the employee will be entitled to further payment for the whole of the period of disturbance or call-out at the appropriate overtime rates.

<b>Disturbance and Call Out</b>	<b>Effective 1 April 2023</b>	<b>Effective 1 January 2024</b>
Disturbance and Call Out Payments	£16.90	£16.99

## 1.4 Payments for Employees not on Standby

1.4.1. Employees not undertaking standby duty but who are contacted or called out will be paid on the following basis:

1. for each occasion on which the employee is contacted and which results in the exercise of skills for which the standby duty is required, either at the employee's home or elsewhere, a payment (as detailed in the table below) will be applicable. An employee will, however, only be entitled to one such payment within each period of two hours, commencing with the start of a notional standby session; and
2. where an employee becomes entitled to a payment in sub-paragraph (1) and, where that or subsequent disturbance or call out is in excess of one hour, the employee will be entitled to further payment for the whole of the period of disturbance or call out at the appropriate overtime rates.

<b>Not on Standby</b>	<b>Effective 1 April 2023</b>	<b>Effective 1 January 2024</b>
Payments for employees not on standby	£23.25	£23.37

## 2 Wedding Duty Payments

2.1. Employees undertaking wedding duties during a public holiday and/or weekend, will receive a one-off payment on the following basis:

1. for each occasion on which the employee is required to undertake a wedding ceremony or escorting/assisting at a wedding ceremony on behalf of North Ayrshire Council Registrar Services they will receive a one-off payment as shown below:

<b>Wedding Duties</b>	<b>1 April 2023</b>	<b>1 January 2024</b>
Wedding Ceremonies	£98.12	£98.63
Escort / Assisting	£66.47	£66.81

### 3 First Aid Allowance

**From 1 April 2022**

£384.26 per annum for all contractual hours

- 3.1 The annual allowance is paid as an hourly rate on contractual hours only. The hourly rate will be calculated based on the **full-time** contractual hours.

### 4 Residential Staff Scheme

**Sleeping-in Duty Allowance**

Employees required for “Sleeping-In Duty” will be paid at the Scottish Local Government Living Wage, or the Real Living Wage (whichever is higher), for all hours collected during this duty (see Appendix A pay and grading).

### 5 Availability Allowance for Social Workers Based on Isle of Arran

**From 1 April 2022**

£1,829.07 per annum

### 6 Mental Health Officer Allowance

<b>From 1 April 2023</b>	<b>From 1 January 2024</b>
£2,107.69 per annum	£2,118.68