



Property & Facilities Solutions



CWU/RM Property & Facilities Solutions Joint Statement

Dear Colleague,

We are now able to confirm the arrangements for payment of the remaining elements of the pay agreement for CWU graded individuals in Property & Facilities Solutions (PFSL) for 2018.

£120 lump sum payment to Cleaning grades:

- This is payable to cleaners who received the 2.5% increase in August 2018 and are in post at the point of Payment.
- Payments will be made for monthly paid in December Salaries and for weekly paid on Friday 21st December 2018.
- For part time employees this will be pro-rated.
- The payment **does not apply** to those who received an increase in April 2018 prior to the implementation of the 2018 pay award in August 2018. i.e. those on starter rate or mid-point
- The payment **does not apply** to any new starters since the 1st April 2018.
- Individuals who remain on former TUPE terms are excluded.

Consolidation of £120 into base salary from 1st March 2019:

This consolidation applies to all individuals who received the £120 lump sum payment in December 2018 and remain in post on the date of consolidation. Appropriate cleaner pay rates will be increased accordingly.

Remaining weekly paid cleaners moving to monthly pay, transition commencing February 2019:

The last weekly pay will be w/c 28th January 2019 to 3rd February, with the last weekly pay date of Friday 1st February

From 4th February 2019 all cleaners will move to monthly pay with the first monthly pay date being Thursday 28th February.

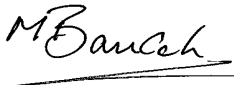
All cleaners moving to monthly pay will be given the opportunity to receive a mid-month advance for a period of 6 months, this will be optional. The amount of the advance will decrease over the transition period.

All the affected cleaners will be written to individually in early December explaining this and to give them the option to receive the mid-month advances.

All line managers will be briefed beforehand so they are able to help explain the process and provide help and support throughout the period of transition and to answer any questions or queries.

Some further points to note:

- Only Employees who respond to the letter opting for the advance will receive one for the 6 month period
- Individuals can choose not to commence the transition approach and move to monthly pay immediately
- Advance payments will be based on basic salary/contracted hours as at 1st February 2019
- The first mid-month advance will be made on 15th February 2019 and paid directly into bank accounts. On the monthly pay slip it will be deducted from the net pay and shown as a recovery
- Net Advance payments will be made using the standard % value of 65% of monthly basic pay (only)
- Any employee who initially chooses the mid month pay advance but then decides to move to monthly pay during the transition period will not then have the option to reinstate the mid-month advance offering



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30th November 2018