



Established in 1969 by the constituent parties - THE ELECTRICAL CONTRACTORS' ASSOCIATION OF SCOTLAND (now 'SELECT') and UNITE THE UNION

## SCOTTISH JOINT INDUSTRY BOARD FOR THE ELECTRICAL CONTRACTING INDUSTRY

THE WALLED GARDEN, BUSH ESTATE  
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SJIB Circular: 05/2016

29 July 2016

All SJIB and SELECT Members

Dear Member,

### SJIB NATIONAL WORKING RULES PROMULGATION

SELECT and UNITE the Union have concluded a four-year deal for the SJIB National Working Rules. The following hourly rates and amended conditions of employment were promulgated by the SJIB National Board by postal ballot and will be ratified at the next National Board meeting on 14 October 2016. They will apply with effect from Monday, 2 January 2017.

Yours faithfully

Fiona Harper  
Secretary

Pat Rafferty  
For UNITE the Union

Alick Smith  
For SELECT



**SJIB NATIONAL WORKING RULES  
WAGES AND CONDITIONS 2017, 2018, 2019 & 2020  
PROMULGATION NOTICE**

**1. Four-Year Agreement**

A four-year agreement has been reached with implementation dates on: -

Year 1	2 January 2017
Year 2	1 January 2018
Year 3	7 January 2019
Year 4	6 January 2020

**2. Wages - SJIB National Working Rules – Section B, Rule 1.2**

The rates of pay are to be increased by the following percentages: -

Year 1 (2017)	2%
Year 2 (2018)	2.5%
Year 3 (2019)	2.75%
Year 4 (2020)	3%

For an Approved Electrician (Travel Rate), the increases in the hourly rate will be: -

	<b>National Rate per Hour</b>	<b>Amount of Increase</b>
2016 (Current Year)	£15.61	
2017 (Year 1)	£15.92	31p
2018 (Year 2)	£16.32	40p
2019 (Year 3)	£16.77	45p
2020 (Year 4)	£17.27	50p

All other rates of pay are to be increased pro rata.

Full details of the new rates are attached in Appendix 1.

**3. Mileage Allowance & Mileage Rate - SJIB National Working Rules – Section C, Rule 2.1 (g)**

With effect from Monday, 2 January 2017, the existing Travel Allowance and Travelling Time tables will be replaced by:

- (i) A taxable Mileage Rate for Operatives and Apprentices for whom transport has been provided.
- (ii) A Mileage Allowance for Operatives and Apprentices using their own transport from the Shop to their place of work. This Allowance will not be taxable because it is within HMRC's Approved Mileage Allowance Payment (AMAP) Rates.

These will be introduced on jobs over 15 actual miles travelled from the Shop to the job and vice versa using the shortest route. The shortest route will be calculated using the RAC Route Planner and will be paid both ways.

The non-taxable Mileage Allowance payments for Operatives and Apprentices using their own transport will be:

21p per mile with effect from Monday, 2 January 2017

22p per mile with effect from Monday, 7 January 2019.

Operatives and Apprentices making their way to site in transport provided by their employer will receive taxable Mileage Rates of:

11p per mile with effect from Monday, 2 January 2017

12p per mile with effect from Monday, 7 January 2019.

For the avoidance of doubt, jobs under 15 miles from the Shop to the job and vice versa will continue to receive no payment.

Examples:

Distance from Shop to the job – up to 15 miles (each way)

Amount paid = nil

Distance from Shop to the job – 18 miles (each way)

Amount paid = 36 miles at either 21p or 11p (with effect from Monday 2<sup>nd</sup> January 2017)

*Note: This aspect of the Agreement will be subject to agreement with HMRC on the new arrangements.*

#### **4. Lodging Allowance – SJIB National Working Rules – Section C, Rule 2.2**

Lodging Allowance will be increased in line with the formula agreed on each of the anniversary dates in line with the usual process between the SJIB and HMRC.

*Note: Increases to Accommodation Allowance are based upon RPI at a certain point in the tax year and are subject to approval by HMRC.*

#### **5. Periodic Return Fares – SJIB National Working Rules - Section C, Rule 2.3 (b)**

These will be made every 2 weeks to bring it into line with the other Periodic Return Fare payments from Monday, 2 January 2017.

#### **6. Holiday Pay – SJIB National Working Rules – Section D, Rule 3.1**

One extra day's holiday will be introduced in both 2019 and 2020.

This will bring the holidays up to: -

23 days with effect from Monday, 7 January 2019

24 days with effect from Monday, 6 January 2020.

SELECT's guidance on the calculation of holiday pay will be placed on the SJIB's website.

## **7. Encouraging the Recruitment of Apprentices**

A new paragraph will be added to the National Working Rules encouraging Members to commit to the employment of Apprentices as an important aspect of their professional skilled workforce.

## **8. CompEx**

Operatives who are in employment on a directly-employed basis from and including Monday, 2 January 2017 will have their CompEx initial training course and renewal costs, provided that the Operative is working for the employer at the time of renewal, paid for by their employer. This is provided that the employer considers holding a CompEx qualification is a specific requirement of the Operative's role.

For Operatives already holding a CompEx qualification on this date, there is no obligation for the employer to pay the renewal costs upon expiration of the existing CompEx qualification unless it is a specific requirement of the Operative's role.

**In addition to the wages and conditions agreement outlined above, the Employers and Unite have agreed that:**

- ❖ The issue of productivity will be addressed through the JIB Major Contractors' Committee. SELECT will be invited to join the Committee as an Observer.
- ❖ The JIB has set up a Working Party to consider a reconfiguration of the existing benefits package. SELECT will be invited to join the Working Party as an Observer.
- ❖ SELECT will engage with Unite to look at the definition of a Shop under the SJIB National Working Rules.

***Please note this Agreement is a complete package and is indivisible and it is in full and final settlement of all wages and conditions claims over the period Monday, 2 January 2017 to Sunday, 3 January 2021 inclusive.***

## Appendix 1

### SJIB National Wage Rates 2017 to 2020

Operatives	Effective 02/01/2017		Effective 01/01/2018		Effective 07/01/2019		Effective 06/01/2020	
	2%		2.5%		2.75%		3%	
	Shop	Travel	Shop	Travel	Shop	Travel	Shop	Travel
Technician	£15.97	£17.92	£16.37	£18.37	£16.82	£18.88	£17.32	£19.45
Approved Electrician	£13.98	£15.92	£14.33	£16.32	£14.72	£16.77	£15.16	£17.27
Electrician	£12.73	£14.68	£13.05	£15.05	£13.41	£15.46	£13.81	£15.92
Labourer	£9.83	£11.79	£10.08	£12.08	£10.36	£12.41	£10.67	£12.78
Adult Trainee Stage 1	£9.83	£11.79	£10.08	£12.08	£10.36	£12.41	£10.67	£12.78
Adult Trainee Stage 2	£10.82	£12.48	£11.09	£12.79	£11.40	£13.14	£11.74	£13.53
Adult Trainee Stage 3	£12.09	£13.95	£12.40	£14.30	£12.74	£14.69	£13.12	£15.12
Apprentice Stage 3 (Apprentices registered before 07/01/2013)	£9.47	£11.15	£9.71	£11.43	£9.98	£11.74	£10.28	£12.09
Approved Electricians Responsibility Money – From 10p to £1.00								

### Mileage Allowance and Mileage Rate

Operatives, Adult Trainees and Apprentices	Effective: 02/01/2017		Effective: 07/01/2019	
	Mileage Allowance (Own Transport)	Mileage Rate (Transport Provided)	Mileage Allowance (Own Transport)	Mileage Rate (Transport Provided)
0 – 15 miles	Nil	Nil	Nil	Nil
Over 15 miles	21p	11p	22p	12p
1 <sup>st</sup> Call-Out	£20.00		£20.00	
Subsequent call-out, same rest period	£10.00		£10.00	

Note: Mileage Allowance/Rate is payable to employees who are being paid the Travel Rate and are travelling to a job in their own time. Mileage Allowance is payable where operatives are using their own transport and is free of tax. Mileage Rate is payable where transport is provided and this rate is subject to the appropriate rate of income tax. Please refer to the National Working Rules for taxation information.

### Apprentices Registered after 07/01/2013

Apprentices (registered after 07/01/2013)	Effective 02/01/2017		Effective 01/01/2018		Effective 07/01/2019		Effective 06/01/2020	
	2%		2.5%		2.75%		3%	
	At Work	At College	At Work	At College	At Work	At College	At Work	At College
Apprentice Stage 1	£5.09	£4.46	£5.22	£4.57	£5.36	£4.69	£5.52	£4.83
Apprentice Stage 2	£7.00	£6.37	£7.18	£6.53	£7.38	£6.71	£7.60	£6.91
Apprentice Stage 3	£8.91	£8.27	£9.14	£8.48	£9.39	£8.72	£9.67	£8.98
Apprentice Stage 3 FICA	£10.18	£9.55	£10.44	£9.79	£10.73	£10.06	£11.05	£10.36

Apprentices become FICA Eligible once: -

- They have completed 12 months in Stage 3.
- They have attended one week of block release at college and successfully completed the appropriate Third Stage Competencies (the SVQ Week).
- Log Book entries 9, 10 and 11 have been completed.
- The Competence Achievement Record (CAR) has been signed-off.
- The SJIB has notified the employer that the Apprentices have progressed from Stage 3 to Stage 3 FICA.

*Note: The SJIB Wage Rates for Apprentices are negotiated and agreed by the SJIB National Board. The SJIB contractual rates apply to all Apprentices, regardless of age during the first 12 months of the apprenticeship. After the first 12 months, when the National Minimum Wage/National Living Wage is higher than the negotiated rates, the National Minimum Wage/National Living Wage will take precedence, depending on the age of the Apprentice. The current age-based National Minimum Wage rates can be found in SJIB Circular 04/2015.*

### **Weekly Sick Pay in Addition to SSP for Operatives & Adult Trainees**

	<b>Technician</b>	<b>Approved Electrician</b>	<b>Electrician</b>	<b>Labourer &amp; Adult Trainee</b>
Weeks 1 and 2	Nil	Nil	Nil	Nil
Weeks 3 to 24	£180.00	£170.00	£160.00	£150.00
Weeks 25 to 52	£90.00	£85.00	£80.00	£75.00

### **Weekly Sick Pay in Addition to SSP for Apprentices**

<b>Apprentices</b>	
Weeks 1 and 2	Nil
Weeks 3 to 12	£15.00

*Note: Apprentice Sick Pay is payable at the appropriate rate for an aggregate period of 12 weeks in any consecutive 12 months.*

### **Welfare Benefits**

<b>Benefits</b>	<b>Operatives &amp; Adult Trainees</b>	<b>Apprentices</b>
Death Benefit	£30,000	£10,000
Accidental Death Benefit (On-Site)	£55,000	£25,000
Total Accidental Death Benefit (On-Site)	£85,000 (£30,000 + £55,000)	£35,000 (£10,000 + £25,000)
Permanent and Total Disability Benefit	Up to £50,000	Up to £10,000
Accidental Dismemberment Benefit	£4,000	£2,000