**niversity of Sheffield Grading Scheme - Proposal for Grade Boundary changes with effect from 1 August 2022 to Trade Union members**

Following extensive negotiation between the University and the recognised trade unions, this document outlines the agreed proposal for amending the grade structure of the University of Sheffield Grading Scheme and associated elements. This offer represents an additional £6.3 million of recurring annual investment in staff salaries at the University. It exceeds the commitment made in October 2021 to pay all staff at the University an hourly rate of at least £10 per hour.

**Grade structure**

The document linked below contains the revised grade structure, which includes the spine point values following the application of the August 2022 National Pay Award.

[Grade boundary changes (For TU Members)](https://docs.google.com/spreadsheets/d/19TiHMWrs_zJHoY6TkJfHzfNAJlvfQvtCph3mnAIAQNE/edit#gid=241173940)

The proposed structure:

* removes Grade 1 and moves staff currently on Grade 1 onto Grade 2, with scope for incremental progression within grade,
* Requires review and revision of the grade profile descriptors for Grades 1, 2 and 3 (see below for detail)
* has a starting salary at spine point 8 (£11.03 per hour following the National Pay Award),
* Removes two pay points from the bottom of Grade 3 and moves the remaining Grade 3 pay points up two points on the national pay spine,
* Removes 1 point from the bottom of Grade 4 and moves the remainder of Grade 4, 5 and 6 up a point on the national pay spine
* Removes two pay points from the bottom of Grade 7
* Removes a pay point at the bottom of Grades 8 and 9
* Creates an additional incremental pay progression point in both the normal incremental pay progression zones and the exceptional zones of Grades 7, 8 and 9.

It is proposed that this is implemented with effect from 1 August 2022.

**Job Grading Impact**

The removal of Grade 1 requires joint work to:

* review and revise the Grade Profile descriptions of Grades 1, 2 and 3,
* Assess whether roles currently at Grade 2 are still within the expectations of Grade 2 or if they are in line with the revised Grade Profile description for Grade 3.

It is anticipated that this will involve job grading all roles currently on Grade 2 to assess the new appropriate grade. Where agreement cannot be reached on the appropriate grade through the job grading exercise,  roles will be job evaluated using the Hay job evaluation methodology. It is expected that this work will take place in August 2022, with the implementation of any grade changes in September 2022, backdated to 1 August 2022.

**Shift Premia**

* All shift premia for rotating and alternating shift patterns will be calculated on the grade and point on which the individual is normally paid (as opposed to in relation to the pay rate of Grade 2.2 as currently).

**Living Wage Foundation**

* As specified in the terms of reference for the Grade Boundary negotiations, consideration was given to how the University’s pay rates compare to those recommended by the Living Wage Foundation.
* In future, where the national pay negotiations between UCEA and the trade unions fail to match the Living Wage Foundation recommended level, the University agrees to commit to supplement the pay of staff to ensure they are paid at least the rate recommended by the Living Wage Foundation. This supplement would continue until the national pay negotiations increase the values of the pay spine above the rate recommended by the Living Wage Foundation.

**Further Grade Boundary Review**

* We commit to undertaking a further review of the grade boundaries in the 2023-24 academic year (probably commencing in March 2024), to conclude by 31 July 2024