

## **MEMO TO STAFF WITH FEBRUARY 2009 PAYSLIPS**

### **PAYMENTS FOR HOURS WORKED**

The number of hours worked by some Consortium staff has been the subject of concern for some time. The Care and Social Services Inspectorate for Wales (CSSIW) has told the Consortium that it must find a way to reduce these working hours.

A group of Consortium managers and Support Staff have met to discuss this problem and has put in place a number of systems to help reduce the amount of additional hours worked by some of our support staff. Despite these measures there has only been a small reduction in the total of excessive hours worked which has not been enough to make the CSSIW happy.

After consultation and discussion with UNISON the following arrangements are to be introduced in order to further reduce the number of excessive hours being worked :-

Over the next 12 months we will reduce the number of hours that can be worked by any support staff to the maximum of 50 per week.

The Consortium will not pay staff to work more than 50 hours per week. This arrangement will be implemented in three stages :-

Stage 1 – From April 2009 no hours will be paid above 67 hours worked per week.

Stage 2 – From July 2009 no hours will be paid above 57 hours worked per week.

Stage 3 – From October 2009 no hours will be paid above 50 worked per week.

This should mean that by December 2009 we will have reduced the problem of our support staff working excessive hours.

Hours to be worked when accompanying Service Users on holiday will be confirmed as part of the holiday planning and approval procedures.

Any questions about the practical working arrangements should be made to your own line manager.

Peter Thomas  
Personnel and Administration Manager  
23<sup>rd</sup> February 2009