

CHAPTER 19

IMPLEMENTATION ARRANGEMENTS

19.1 This chapter contains our recommendations for implementing the proposals contained in this Report.

Date of implementation

19.2 No date was stipulated in our Terms of Reference as to when our recommendations regarding changes in the pay and structure of individual grades should take effect. So far as it is practicable, we recommend that they should be implemented with effect from a current date, namely 1st October 1979, being the first day of the month in which we submit this Report to the Governor.

Bracketed Points

19.3 In our First Report on Principles and Practices we recommended that the system whereby one or more extra increments are awarded on confirmation to the permanent and pensionable establishment should be discontinued. This was accepted by Government but has not been implemented pending receipt of our First Report on Civil Service Pay. We recommend that such increments should cease as soon as possible so far as new appointments are concerned. The extent to which serving civil servants already on trial or probation should continue to benefit from bracketed points on confirmation will require examination in the light of any changes made to their pay scales.

Temporary Non-Pensionable Allowance

19.4 In 1972 a temporary non-pensionable allowance of \$75 was introduced for certain supervisory and technical staff. This was necessary because there was a considerable overlap between their pay scales and those applicable to Model Scale 1 employees whom they supervised. There was thus little financial incentive for Model Scale 1 employees to accept promotion to these supervisory and technical posts on the Master Pay Scale.

19.5 In paragraph 49 of our First Report on Principles and Practices we recommended that civil servants should receive an immediate benefit on promotion, and the revised pay scales in this Report ensure that the maxima for the ranks concerned are all higher than those of the scales applicable to the Model Scale 1 employees whom they supervise. In the circumstances we recommend that this temporary allowance should be withdrawn with effect from 1st October 1979 on the understanding that the staff concerned will still receive some increase in their take home pay.

Conversion arrangements

19.6 In our First Report on Principles and Practices, we recommended as follows :

"54. While there is general agreement that the existing complex and barely comprehensible rules for converting the salary of an officer from one scale to another should be simplified, most of the comments we have received on conversion arrangements indicate satisfaction with the results achieved by the rules. We believe, however, that in certain circumstances, the rules as they stand display an excessive concern for the preservation of relative seniority within a scale, particularly since pay and seniority are not necessarily related. We recommend, therefore, that new rules should be drawn up which should provide that no civil servant shall lose on conversion but the extent to which he benefits on conversion should not normally exceed one increment.

"55. Any revised rules for converting salaries should not restrict us from recommending special conversion arrangements where we consider such arrangements to be necessary or appropriate."

These recommendations were accepted by the Government, and we have since given further consideration to the new rules which should be drawn up and to any special conversion arrangements required in the context of this Report.

19.7 In the past, different guidelines have been used for deciding how civil servants' pay should be converted to a new pay scale, depending on whether the change arose as a result of a simple pay revision or whether it involved a change in structure e.g. a variation in the number of ranks in the grade etc. In practice, the distinction is not an easy one to make, and we consider that one set of rules should be made to cover both situations. We recommend that the normal rules for conversion should be as set out below.

19.8 Subject to the overriding consideration that no-one should receive less pay on conversion, civil servants should convert to the same numbered point on the Master Pay Scale or other appropriate scale except that :

- (a) where a civil servant's pay is less than the minimum of the revised scale, he should receive the new minimum;
- (b) where the revised scale has a higher maximum than the old scale, a civil servant who has served for one or more years on the maximum of the old scale should convert to the next higher numbered point on the revised scale;

/ (c)

- (c) where the maximum of the revised scale is lower than the maximum of the old scale, a civil servant should be given a continuing option to retain his old scale on a personal basis until such time as it is to his advantage to transfer irrevocably to the revised scale.

19.9 Incremental dates should not be affected by the application of the rules in paragraph 19.8 except where two or more points in the old scale convert to a single point on the revised scale.

19.10 We would suggest that the effect of these revised rules, if accepted, be explained in more detail and illustratively by the Administration in an appropriate circular.

19.11 The rules in paragraph 19.8 apply to the normal situation where a civil servant's pay is still expressed in terms of the same overall scale. However, there are also grades where special arrangements are required because they are to be paid from a different scale; for example from the Master Pay Scale instead of from Model Scale 1, or from the proposed new Disciplined Services Pay Scale instead of from the Master Pay Scale. Where a rank is transferred from Model Scale 1 to the Master Pay Scale, we recommend that the normal rule should be that the civil servant concerned enters the Master Pay Scale at the point which will ensure that his basic pay after deduction of Widows' and Children's Pensions Scheme contributions is in excess of that which he would have received had he remained on Model Scale 1. In so far as the disciplined services are concerned separate conversion tables are necessary and we refer to these in Chapter 6.