

Ref: Circular 74/2000

1st June 2000

Chief Executive Officer
Each Health Board &
Eastern Regional Health Authority

DEPARTMENT
OF HEALTH AND
CHILDREN
AN ROINN
SLÁINTE AGUS LEANAÍ

Shaping a
Healthier Future

**Re: Remuneration of all grades of Public Analyst
under the Programme for Competitiveness and Work**

I am directed by the Minister for Health and Children to refer to Clause 2 (iii) of Annex 1 of the Programme for Competitiveness and Work, and acceptance by IMPACT of PCW proposals on behalf of Public Analysts. The sanction of the Minister may be assumed for the implementation of the arrangements set out in this circular.

A. PAY AND RESTRUCTURING

1. Regional and Deputy Regional Public Analysts

1.1 Salary scales

The revised scales and effective dates are set out in Appendices A, B & C.

1.2 Assimilation

Assimilation to the new scale will be by way of corresponding point.

1.3 Long Service Increments

Two long service increments each of 3.3% on the relevant scale will apply to these grades, payable after 3 and 6 years service on the maximum. Both LSIs will be a permanent part of the scales. A special arrangement will apply to the staff on the maximum, or who reach the maximum within the life of the PCW, they will receive the first LSI without having to serve three years. Service on the maximum counts towards the 2nd LSI (e.g. if an officer has 4 years on the maximum, this officer would received the 2nd LSI after a further 2 years service).

Hawkins House Dublin 2

101 - 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000

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2. *Implementation dates*

2.1 **First Phase**

1% has been paid from 1st April, 1994.

3. *Superannuation*

Serving staff assimilated to the new scales, including the Long Service Increments, who retire while on those scales, will be pensionable on the basis of those scales. Staff who retire on or after 1st June, 1996 but before 1st June 1997 will have their pensions revised in the normal way on 1st June 1997 by reference to the rates of pay applicable to serving staff on 1st June 1997.

B. *FLEXIBILITY AND CHANGE*

Introduction

Both sides recognise that there is constant evolution and change in the nature of work and the ways in which it is carried out and agree that this will continue. The PCW provides that, in return for improvements in pay and conditions, there should be a contribution on the part of employees in the area of flexibility and change, in the interests of efficiency and effectiveness and an improved quality of public service. In the context of this Agreement, the following flexibility and change measures have been agreed.

1. **Flexibility and change**

Health agencies are at present expected to deliver increased service levels within tightening resources. This can only be achieved by using the human resource to its greatest potential. In addition to this, there is a need to re-examine the effectiveness of the structures through which services are being delivered and to explore alternatives. Regional and Deputy Regional Public Analysts agree to facilitate flexible use of staff resources in response to demographic change, client base and service requirements.

Regional and Deputy Regional Public Analysts, through both their technical and management roles, are key grades in the delivery of services. It is agreed that they will participate in discussions at national and local levels to maximise their contribution to flexibility and change within the health services. Possible outcomes of such discussions may include:

- ♦ appropriate training programmes for staff ,
- ♦ enhanced/multiple communication and working relationships within the health agency.

2. Full co-operation with and commitment to implementing the Health Strategy - Shaping a Healthier Future

It is accepted that the aims of the Health Strategy can only be achieved with the co-operation of staff including Regional and Deputy Regional Public Analysts. It is agreed that to achieve such co-operation will require the trust and good will of all parties through ongoing discussions and consultations.

(a) Evaluating Client Satisfaction

The Health Strategy refers to user satisfaction and participation and states that the health and personal social services exist to serve the patient or client and that this has not been sufficiently highlighted in the past. It also states that services must therefore be consumer oriented. It is anticipated that Health Agencies will introduce various methods by which the users of services and their families can participate in the planning and delivery of services and it is further expected that Health Agencies will also introduce various consumer feedback mechanisms. The Regional and Deputy Regional Public Analysts will co-operate with these aspects of service improvement.

(b) Quality of Service Initiatives

Regional and Deputy Regional Public Analysts agree to participate in initiatives to improve the quality of all aspects of their service. Where changes result from these initiatives they will be the subject of consultation.

(c) Ongoing monitoring and evaluation of the effectiveness of services being provided - cost outcomes and accountability.

Initiatives to improve the quality of service and particularly the introduction of audit will be processed to evaluate the effectiveness of services being provided. Evaluating effectiveness requires the determination of expected outcomes and the setting of objectives and priorities. In accordance with the contents of the Health Strategy, the staff agree to co-operate with the setting of agreed objectives and high standards and to be accountable for their achievement.

(d) 'Value for Money' Initiatives

Regional and Deputy Regional Public Analysts agree to co-operate with the development of value for money structures and programmes designed to achieve improvements in the efficiency and effectiveness of the service and will not demand additional benefits, over and above those contained in this agreement, in return for this co-operation.

3. Co-operation with Performance Management Programme for Regional and Deputy Regional Public Analysts

Both parties are committed to the introduction of changes which promote a positive attitude to organisational and personal performance and development. These changes will include the introduction of systems to develop and encourage such performance and development.

4. Flexibility within Functions/Specialised Areas

It is desirable from both the management and staff perspective that staff do not become specialised in only one particular area to the detriment of their general skills and career advancement. The commitment of Regional and Deputy Regional Public Analysts is given to the concept of their transferability within all functions and their agreement to undertake whatever training may be required to operate in a particular function or speciality.

5. Monthly Paypath

Staff will agree with the introduction of monthly/4 weekly paypath (at the discretion of the employer), with staff having the option of a mid-monthly basic advance payment.

6. Standard 35 Hour Week

It is agreed that, where individual employers so desire, local discussion may be held on this issue.

7. New Technology - No New Claims

It is acknowledged that the application of technology and associated practices and processes has had, and will continue to have, a beneficial effect on the capacity of the health services to deliver and manage services to the community more effectively and efficiently and provides opportunities for staff to have more satisfying work. Accordingly it is agreed that both sides will co-operate on an ongoing basis, in the introduction of new (or improved) technology/processes and that the staff side will not seek additional benefits over and above those contained in the Agreement, in return for this co-operation.

C. FUNDING

Your allocation has been adjusted to take account of this increase.

D. QUERIES

All queries in relation to this circular should be addressed to the Health Service Employers Agency, 63/64 Adelaide Road, Dublin 2. (Telephone: 01-6626966).



Gerard Coughlan
Higher Executive Officer
Personnel Management & Development Unit

REGIONAL PUBLIC ANALYST - DEPUTY (WITHOUT BRANCH E CERT)

Appendix A

Point	1/1/94	1/4/94	1/6/94	01/06/95	01/06/96	01/10/96	01/01/97	01/07/97	01/04/98	01/07/98	01/07/99	01/07/99	01/04/2000
	£	£	£	£	£	£	£	£	£	£	£	£	£
1	27,011	27,281	27,827	28,383	28,809	29,241	29,534	29,795	30,272	30,953	31,417	32,046	32,366
2	27,704	27,981	28,541	29,111	29,548	29,991	30,291	30,552	31,049	31,747	32,223	32,868	33,197
3	28,385	28,669	29,242	29,827	30,274	30,729	31,036	31,297	31,812	32,528	33,015	33,676	34,013
4	29,086	29,377	29,964	30,564	31,022	31,487	31,802	32,063	32,597	33,331	33,831	34,507	34,853
5	29,767	30,065	30,666	31,279	31,748	32,225	32,547	32,808	33,361	34,111	34,623	35,315	35,669
6	30,462	30,767	31,382	32,010	32,490	32,977	33,307	33,568	34,140	34,908	35,431	36,140	36,501
LSI 3 - Yrs					33,562	34,065	34,406	34,667	35,266	36,060	36,601	37,333	37,706
LSI 6 - yrs					34,669	35,189	35,541	35,802	36,430	37,250	37,808	38,564	38,950

REGIONAL PUBLIC ANALYST - DEPUTY (WITH BRANCH E CERT)

Appendix B

Point	1/1/94	1/4/94	1/6/94	01/06/95	01/06/96	01/10/96	01/01/97	01/07/97	01/04/98	01/07/98	01/07/99	01/07/99	01/04/2000
	£	£	£	£	£	£	£	£	£	£	£	£	£
1	29,258	29,551	30,142	30,744	31,206	31,674	31,990	32,251	32,790	33,528	34,031	34,711	35,059
2	29,857	30,156	30,759	31,374	31,844	32,322	32,645	32,906	33,461	34,214	34,728	35,422	35,776
3	30,455	30,760	31,375	32,002	32,482	32,970	33,299	33,560	34,132	34,900	35,423	36,132	36,493
4	31,066	31,377	32,004	32,644	33,134	33,631	33,967	34,228	34,816	35,600	36,134	36,856	37,225
5	31,663	31,980	32,619	33,272	33,771	34,277	34,620	34,881	35,486	36,284	36,828	37,565	37,940
6	32,266	32,589	33,240	33,905	34,414	34,930	35,279	35,540	36,161	36,975	37,530	38,280	38,663
LSI 3 - Yrs					35,549	36,083	36,444	36,705	37,355	38,195	38,768	39,543	39,939
LSI 6 - yrs					36,723	37,273	37,646	37,907	38,587	39,456	40,047	40,848	41,257

REGIONAL PUBLIC ANALYST

Appendix C

Point	1/1/94	1/4/94	1/6/94	01/06/95	01/06/96	01/10/96	01/01/97	01/07/97	01/04/98	01/07/98	01/07/99	01/07/99	01/07/99	01/04/2000
	£	£	£	£	£	£	£	£	£	£	£	£	£	£
1	34,106	34,447	35,136	35,839	36,376	36,922	37,291	37,552	38,223	39,083	39,670	40,463	40,868	
2	34,867	35,216	35,920	36,638	37,188	37,746	38,123	38,384	39,076	39,956	40,555	41,366	41,780	
3	35,620	35,976	36,696	37,430	37,991	38,561	38,947	39,208	39,920	40,818	41,431	42,259	42,682	
4	36,379	36,743	37,478	38,227	38,801	39,383	39,776	40,037	40,771	41,688	42,314	43,160	43,591	
5	37,139	37,510	38,261	39,026	39,611	40,205	40,607	40,868	41,623	42,559	43,197	44,061	44,502	
LSI 3 - Yrs					40,918	41,532	41,947	42,208	42,996	43,964	44,623	45,515	45,971	
LSI 6 - yrs					42,269	42,903	43,332	43,593	44,415	45,414	46,096	47,017	47,488	