

PROMULGATION No: 191

01st August 2022

Employee Rates of Pay, Allowances, Entitlements & Benefits (Effective Monday 2nd January 2023)

This agreement supersedes all previous Hourly Pay, Allowances, and Entitlements & Benefits provision as determined in Promulgation: 187

Under the terms of the National Working Rule Agreement, it has been determined that from Monday 2nd January 2023 the following shall take effect subject to the below provisos:

1. BASIC RATES OF HOURLY PAY – (inclusive of Tool Allowance)

		From <u>2nd Jan. 2023</u>
(a) Operatives:		
<i>Technician</i> Plumber, MPF, Gas Engineer, Craftsperson		£18.60
<i>Advanced</i> Plumber, MPF, Gas Engineer, Craftsperson		£16.75
Plumber, MPF, Gas Fitter, Craftsperson		£14.38
(b) Apprentices: (See Notes below)*		
4th Year of Training with NVQ Level 3		£13.91
4th Year of Training with NVQ Level 2		£12.60
4th Year of Training		£11.08
3rd Year of Training with NVQ Level 2		£10.95
3rd Year of Training		£8.93
2nd Year of Training		£7.99
1st Year of Training		£6.95
(c) Adult Trainees:		
3rd - 6 months of Employment		£12.52
2nd - 6 months of Employment		£12.03
1st - 6 months of Employment		£11.22

* Notes:

- Where Apprentices have achieved NVQs, the appropriate rate is payable from the date of attainment except that it shall not be any earlier than the commencement of the promulgated year of Training in which it applies.
- Where Apprentices are working towards the Domestic Plumbing and Heating Technician Apprenticeship Standard, they will qualify for the '4th Year of Training with NVQ Level 3' rate of pay when they meet the 'Gateway to Assessment' requirements.
- Where an apprentice in the 2nd or 3rd year of training and is over the age of 21, employers must check to see whether they are entitled to either the National Minimum Wage or the National Living Wage. In some instances, this will be higher than the rates indicated above. Where this is the case, employers should pay the highest rate the apprentice is entitled to.

2. WORKING HOURS and OVERTIME

(a) The **Normal Working Week** (Monday to Friday) shall be **37½ hours**.

(b) Overtime

- a. Normal rates are to be worked (Monday to Friday) before Overtime Rates shall apply.
- b. Up to 8.00 pm, Overtime Hours worked Monday to Friday shall be paid at TIME and a HALF.
- c. After 8.00 p.m. Overtime Hours worked Monday to Friday shall be paid at DOUBLE time.

3. ALLOWANCES

The following allowances shall be payable as set out below:

(a) Daily Travel Time Allowance PLUS Return Fares

- [as per Clause 3 (b) below]

Daily Travel Time Allowances as from Monday 2nd Jan. 2023:

OVER Miles	NOT OVER Miles	ALL Operatives	3rd & 4th Year Apprentices	1st & 2nd Year Apprentices
20	30	£5.26	£3.38	£2.11
30	40	£12.27	£7.90	£5.07
40	50	£14.03	£8.37	£5.26
50	60	£15.78	£8.87	£5.44
60	70	£17.52	£9.36	£5.67

Notes on Daily Travel Time Allowances

- [i] Daily Travel Time Allowances are **PAYABLE IN ADDITION TO FARES**.
- [ii] The above allowances are paid at a **DAILY RATE** with the distance calculated for the **JOURNEY ONE WAY**.
- [iii] For all distances **OVER 70 miles** operatives are to be paid **Lodging Allowance** in accordance with **NWR 8.3.6**
- [iv] Distances for whichever scale is applicable between the operative's centre and site shall be measured by the shortest route option on the electronic RAC Route Planner (or equivalent program that may subsequently be deemed appropriate by the JIB-PMES). The distance measured shall be for the journey **ONE WAY ONLY** and this shall be used to determine the daily rate of applicable Travelling Time Allowance.
- [v] When circumstances are such that to travel daily to a job is an onerous requirement on an employee, the employer shall not unreasonably refuse to pay lodging allowance or provide accommodation as an alternative to travelling daily.
- [vi] The Daily Travel Time Allowances as set above are to be paid when public transport is used.
- [vii] When the employer provides transport or if alternative means of transport are used, then the employer and operative shall agree an appropriate allowance based on the actual time taken.

(b) Return Fares (as per NWR 8.3.1)

Cheapest available i.e. Daily, Weekly, Monthly, or others available.

Notes on Return Fares

- [i] Return Fares are **PAYABLE FOR ALL JOURNEYS**, regardless of whether any Daily Travel Time Allowance applies.
- [ii] Where direct public transport is not available an appropriate payment is to be negotiated between the employer and the operative.

(c) Responsibility/Incentive Pay Allowance

Since Monday 3rd September 2003, Employers may, in consultation with the employees concerned, enhance the basic graded rates of pay by the payment of an additional amount, as per the bands shown below, where it is agreed that their work involves extra responsibility, productivity or flexibility.

From 2nd January 2023

Band 1 -	an additional rate:	<i>from</i>	1p	<i>to</i>	34p	per hour
Band 2 -	an additional rate:	<i>from</i>	35p	<i>to</i>	57p	per hour
Band 3 -	an additional rate:	<i>from</i>	58p	<i>to</i>	84p	per hour
Band 4 -	an additional rate:	<i>from</i>	85p	<i>to</i>	£1.10	per hour

This allowance forms part of an operative's basic rate of pay and shall be used to calculate premium payments. It is payable **EITHER** on a contract-by-contract basis **OR** on an annual review basis.

(d) Mileage Allowance:

From
2nd Jan 2023
45p per mile

***Note: 2023 mileage allowance is subject to HMRC Rules**

(e) Plumbers' Welding Supplement – from 2nd Jan 2023

Possession of Gas OR Arc Certificate	37p per hour
Possession of Gas AND Arc Certificate	59p per hour

(f) Subsistence Allowance (London Only) – per Night –

This Allowance is subject to Income Tax under the PAYE System.

From – 2nd Jan 2023
£6.05

(g) Lodging Allowance

Per Night – from 2nd Jan 2023: £46.40

When convenient lodgings cannot be secured or where the **Lodging Allowance** is found to be inadequate, an operative shall, with the prior approval of the employer, be reimbursed for the actual expenditure incurred for which a proper receipt shall be produced. Please note that by way of **concession** from the Inland Revenue the **Lodging Allowance** as shown above is **payable without the deduction of income**.

EMPLOYEE ENTITLEMENTS & BENEFITS 2023

Further to the Pay Agreement relating to Rates of Pay and Allowances as stipulated in **Promulgation 187**, the Joint Industry Board for Plumbing Mechanical Engineering Services in England and Wales (JIB-PMES) has determined that the Employee Entitlements and Benefits for 2023 shall be as follows:

- | | |
|------------------------------------|--|
| 1. Annual Holiday and Pay | 5. Death in Service Benefit (DSB) |
| 2. JIB-PMES Additional Holiday Pay | 6. Pension Scheme Entitlements |
| 3. Sickness with Pay Benefit | 7. Financial Assistance for Lost Tools |
| 4. Accidental Disability Benefits | 8. JIB-PMES (CSCS) Registration and Grading Scheme |

1. ANNUAL HOLIDAYS - from Monday 2nd January 2023

Number of Days of Holidays

Employees shall be entitled to **32 days** of paid Holiday in the Holiday year for 2023 of which 24 days shall be Annual Holidays and 8 days shall be Public Holidays. The dates when these shall be taken are set out below:

Annual Holidays (24 Days)

- 3 Extra Day at any time in the year
- 4 Days Spring Holiday to be taken after 1st March - (see Note below)
- 2 weeks Summer Holidays (10 days) to be taken between 1st May and 30th September
- 7 Days Winter Holiday to be taken after 1st October (see Note below)

The dates of all Annual Holidays must be previously agreed with the Employer.

*Note: The Spring Holiday does NOT HAVE TO BE taken at the EASTER break
The Winter Holiday does NOT HAVE TO BE taken at the CHRISTMAS break*

Public Holidays (8 days)

The dates of the 8 days Public Holidays shall be in accordance with Rule 5.2.1 of the National Working Rules (NWRs).

AMOUNT OF HOLIDAY PAY ENTITLEMENT

ALL 32 DAYS of Holiday for **2023** (24 Annual Days & 8 Days Public) are to be PAID AT THE NORMAL EARNINGS LEVEL, in accordance with and as defined in the Working Time Regulations 1998 (WTRs) -as amended - and Sections 221 to 224 of the Employment Rights Act 1996.

It is important to note that the amount to be paid to an Employee for Holiday Pay is NOT NECESSARILY the AMOUNT FUNDED by the JIB-PMES Holiday Pay Scheme. The amount payable as Holiday Pay must be calculated strictly in accordance with clause 1 above. If the amount is funded by the JIB-PMES Holiday Pay Scheme is less than the amount payable to the Employee for Holiday Pay, then the JIB-PMES Holiday Pay must be “topped – up.” Conversely if the amount funded by the JIB-PMES Holiday Pay Scheme exceeds the amount payable, then the lower amount should be paid to the Employee, with the Employer retaining the excess fund.

2. JIB-PMES ADDITIONAL HOLIDAY PAY (AHP) - from 2nd January 2023

All PHMES Operatives, Apprentices etc. who are in current membership of “UNITE the Union” at the time a holiday is taken, shall also be entitled to receive an **ADDITIONAL** payment of Holiday Pay (AHP) from the JIB-PMES – to be paid via their Employer - for each Credit funding their HOLIDAY PAY.

- 64 Credits is the MAXIMUM number payable in the 2023 Holiday Credit year.

The amount of AHP payable per credit for all holidays is as follows:

From 2nd January 2023

Operatives etc. £2.69 per credit (Max [64 Credits] - £172.16)

All Apprentices £1.36 per credit (Max [64 Credits] - £87.04)

3. SICKNESS WITH PAY BENEFIT - Effective from Monday 03rd January 2022 (No change for 2023)

Employee entitlements to Sickness with Pay Benefit, payable in addition to any amount due by way of Statutory Sick Pay (SSP) shall, for illnesses first occurring on or after the dates shown below, be payable on a 7 day week basis at the rates set out below:

Category	Daily sickness pay rate (from 3 rd Jan. 2022)	Weekly sickness pay rate (from 3 rd Jan. 2022)
1. Technician PHMES Operative	£22.14	£155.00
2. Advanced PHMES Operative	£22.14	£155.00
3. Trained PHMES Operative	£22.14	£155.00
4. Adult Trainee	£17.14	£120.00
5. Apprentice in final year of Training	£17.14	£120.00
6. 2 nd or 3 rd year Apprentice	£14.29	£100.00
7. 1 st Year Apprentice	£5.71	£40.00
8. Ancillary employee	£17.14	£120.00

Notes: i] Sickness Benefit is paid for the first 28 weeks.

ii] The above Benefits are payable from and including the fourth day of illness onwards, **EXCEPT** where the illness extends beyond 4 weeks (28 days) when the appropriate daily rate shall be paid retrospectively for the **FIRST 3 WAITING DAYS**.

4. ACCIDENTAL DISABILITY BENEFITS – from 2nd January 2023

As from Monday 3rd January 2022 and Monday 2nd January 2023 the entitlement of Operatives, Adult Trainees, all Apprentices and Ancillary Employees the amounts are set out below:

- Accidental Dismemberment Benefit £10,000.00
- Accidental Permanent Total Disability Benefit £15,000.00

5. DEATH IN SERVICE BENEFIT (DSB) - from 2nd January 2023

All operatives are entitled to death in service benefit, and cover must be provided by their employer. Employers must provide cover from the first day of employment. The employer must provide death in service benefit to a level of £40,000.00 which must be provided on a 24/7 basis until the operative reaches State Retirement Age.

Death in Service Benefit of £40,000* is provided by the JIB-PMES for operatives on whose behalf their employer purchases either JIB-PMES Holiday Credits or JIB-PMES Welfare Benefits. It is a requirement of the Working Rule

Agreement for all employers who use the National Working Rule Agreement to purchase Holiday Credits or Welfare benefits from the JIB-PMES.

This provision is in accordance with NWR 10 (10.2).

***Note:** Death in Service Benefit (DSB) from the JIB-PMES is not payable after an operative reaches State Retirement Age.

6. PENSION SCHEME ENTITLEMENTS - from 3rd January 2022 and 2nd January 2023

All employers that are subject to the National Working Rules of the JIB-PMES in England and Wales shall enrol all operatives within their employment and who are under state pension age, in an 'auto-enrolment' or 'qualifying' pension scheme. The minimum pension contribution rates, as determined by the Joint Industry Board for Plumbing and Mechanical Engineering Services in England and Wales, shall be:

- Employer contribution of 7.5%, and
- Employee contribution of 3.75%.

These contribution rates are in accordance with NWR 10 (10.1).

7. FINANCIAL ASSISTANCE FOR LOST TOOLS - from 3rd January 2022 and 2nd January 2023

All JIB-PMES Operatives and apprentices on whose behalf their employer is purchasing either JIB-PMES Holiday Credits or JIB-PMES Welfare Benefits and also all Apprentices registered with the JIB-PMES through JTL, shall continue to be entitled to receive financial assistance in replacing lost or stolen tools up to a **MAXIMUM of £500**, subject to the conditions as laid down by the JIB-PMES from time to time.

8. JIB UK PHMES (CSCS) REGISTRATION CARD and JIB-PMES GRADING SCHEME

ALL Employees, covered by the JIB-PMES Holiday Credit or Welfare Benefit Scheme or who are current members of Unite the Union, or who have been granted any other exemption, as agreed from time to time by the JIB-PMES, shall NOT be SUBJECT to pay the STANDARD CHARGES for a JIB-PMES (CSCS) Registration Card.

UPGRADING will be charged in all cases, EXCEPT where applicants are currently covered under the JIB-PMES Holiday Credit & Welfare Benefit Schemes.

Prom No: 191 – (Issued August 2022)

By order of the Joint Industry Board for PMES



Kevan Holmes – General Manager