

No: 395/24

18<sup>th</sup> December 2024

Dear Colleagues

## CAPITA TVL: PAY AGREEMENT 2024 & 2025

Further to LTB 378/24 dated 3<sup>rd</sup> December. Following a number of meetings with Capita via Acas, I'm pleased to report that an unconditional Pay Agreement for 2024 and 2025 has been reached for our TVL members. This Agreement has been endorsed by our Postal Executive and will be subject to an individual members' consultative ballot.

The Key Features of the Pay Agreement are as follows:

- **A minimum 5.5% pensionable pay increase, or an increase to £12.66 per hour (whichever is the greater)** applicable from 1<sup>st</sup> January 2025 for all members who earn more than the current Capita minimum hourly rate of £11.56. This applies to all members in the Field, TUPEd members (Field and Bristol), and some longer-serving members in Darwen.
- **A new minimum hourly pay rate of £12.66** applicable from 1<sup>st</sup> April 2025. This equates to an increase of 9.52% for those on the current Capita minimum hourly rate of £11.56. This applies to many members in both Bristol and Darwen.
- **A Shorter Working Week, with an hour's reduction** from 37.5 to 36.5 hours net from 1<sup>st</sup> April 2025 for every member in Darwen, and the non-TUPEd members in Bristol. This benefit secures parity with our Field members (non-TUPEd). Part-time members will not reduce their hours but will receive a commensurate 2.67% increase in their hourly pay rate.
- **An extra day's Annual Leave** applicable from 1<sup>st</sup> January 2025 for all members (except TUPEd members) with more than 5 years' service. This takes the maximum annual leave from 28 days to 29 days.
- **Responsibility Allowances:** Additional monies, over and above the pay increases, associated with some jobs based in Darwen that involve wider responsibilities. This impacts upon nearly 100 members and the extra monies are £500, £1,000 or £2,000 depending on the role performed. This part of the Agreement addresses an area of concern whereby members who have moved onto roles with greater responsibilities were not being suitably rewarded by Capita.

Role	£ Increment
Prosecution Specialist (CA's)	£2,000
Training Team	£2,000
Coaches	£1,000
Customer Relations Team	£1,000
Policy	£1,000
Field Research Team	£1,000
Welsh team	£1,000
Customer Specialist Team	£500
Customer Advice & Support Team	£500
QA	£500
Resource Planning	£500

- **For 13 Detection Van Drivers, Sales and Witness Officers**, in the Field, a pay rise that matches the value of the 5.5% for a Visiting Officer. This provides these 13 members with a pay increase of £1,650 which is greater than the cash value of 5.5% of their annual salary.
- **London Weighting:** The 5.5% pay rise for the Field also applies to London Weighting rates.
- **The next pay review date is 1<sup>st</sup> April 2026.**

The ballot timetable will ensure that the pay uplift will be implemented with the January salaries where applicable. It should be noted that there are no arrears of pay from 1<sup>st</sup> April – 31<sup>st</sup> December 2024 due to the minimum pay increase of 5.5% over a 15-month period (or conversely the new minimum hourly pay rate of £12.66, whichever is the greater). Additionally, it should be borne in mind that many of our members outside of the Field have already received a c.4% pay increase when Capita moved their minimum hourly pay rate to £11.56 on 1<sup>st</sup> April 2024.

There is no doubt that Capita has moved towards us significantly since reneging on paying the Real Living Wage, along with the imposition of a pay freeze for those members earning more than the RLW. Clearly, the support of our members has made a real difference and has helped considerably to deliver this Pay Agreement via Acas talks.

This Agreement has restored a minimum hourly wage (of £12.66) that is marginally above the Real Living Wage rate (£12.60). Consequently, as part of this wider Agreement, we have once again ensured that the lowest paid members have been at the forefront of the negotiations. The Shorter Working Week and improved holiday entitlements will also benefit these members.

In closing, the Postal Executive wishes to thank our TVL members for their support and patience in this matter.

Further developments will be reported.

Yours sincerely,



**Andy Furey**  
Assistant Secretary

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CWU 150 The Broadway, Wimbledon, London, SW19 1RX  
email: info@cwu.org Tel: 020 8971 7200 Fax: 020 8971 7300  
*General Secretary: Dave Ward*

 @DaveWardGS  Dave Ward CWU