

**Director of Mental Wellbeing and Social Care**  
Donna Bell



Scottish Government  
Riaghaltas na h-Alba  
gov.scot

E: [donna.bell@gov.scot](mailto:donna.bell@gov.scot)

**To:** Integration Authority Chief Officers  
Chief Finance Officers  
Local Authority Chief Executives  
Local Authority Directors of Finance  
COSLA  
Scotland Excel  
ILF Scotland  
Chief Social Work Officers  
Scottish Care  
CCPS  
Care Inspectorate  
Unite  
UNISON  
GMB  
STUC  
Care Providers

**From:** Donna Bell, Director of Mental Wellbeing and Social Care, Scottish Government

**Date:** 12 November 2021

### **Adult Social Care Pay Uplift**

Dear Colleague,

Following agreement at COSLA Leaders, I am writing to confirm details of the pay uplift for Adult Social Care (ASC) workers that was announced on 5<sup>th</sup> October 2021 by the Cabinet Secretary for Health and Social Care in Parliament as part of a package of measures to support winter and system pressures in health and social care.

#### **Scope**

The pay uplift will apply to staff providing direct care within Adult Social Care in commissioned services in the third and independent sectors. This will include Supervisors, Practitioners, Support Workers, Personal Assistants and staff providing Sleepovers. This funding will apply to workers in care homes, care at home, day care, housing support, adult placement services, respite services and those delivering direct

support through all SDS Options. This funding will enable pay for these workers, in these services, to be uplifted from at least £9.50 per hour to at least £10.02 per hour. Full details of scope and eligible services can be found at Annex A.

## **Timing**

This funding will take effect from 1<sup>st</sup> December 2021. Due to the nature of this uplift, in direct response to winter pressures, Local Government and Integration Joint Boards will be working through the required governance, legal and contractual arrangements at pace to deliver this and best endeavours will be made to get this funding to providers and PA employers in December to allow for payment in December salaries. Where this is not possible, funding will be back dated and provided for all hours worked from 1<sup>st</sup> December 2021. If all paperwork is returned by providers in due time and order, payments will be made before or during February 2022.

### *Providers*

Funding will be released to providers as soon as possible after they return their signed contract variation letters to their issuing local authority. We ask providers to return these as quickly as possible to avoid any unnecessary delay.

The Scottish Government would ask that providers put in place the required arrangements and HR capacity in advance of December to support the quick delivery of this uplift to the workforce. We would also ask that where funding could not be passed on in time for December payroll that, where possible, providers pay the workforce in advance of funding being received with the assurance that funds will be issued in line with the funding arrangements as set out below.

Getting this funding delivered at pace may require Local Government contracting and payment teams to prioritise their work. Priority will be placed on ensuring business as usual payments are made and then the focus will be on delivering funding for this pay uplift. As a result, it may take longer for claims for Financial Support for Social Care Providers (Covid Financial Sustainability Payments) to be processed.

### *PA employers*

Separate guidance on timing will be provided for PA employers.

## **Funding Arrangement**

To ensure this uplift can be delivered at speed, to tackle winter pressures as intended, an agreement has been reached with COSLA to provide a 5.47% uplift to an agreed percentage of full contract values, in line with typical workforce costs for residential

and non-residential services. A separate agreed weighted percentage has been set for Personal Assistants who are paid directly through SDS Option 1 budgets.

These percentages have been reached based on evidence provided by Chief Financial Officers and Directors of Finance, publicly available data and evidence. The percentages are below:

- Residential care – uplift applied to 71% of full contract value
- Non-residential – uplift applied to 86% of full contract value
- Personal Assistants – uplift applied to 89% of SDS Option 1 budgets

This approach is intended to reduce the time required for individual contract negotiations, ensuring there is no unnecessary delay in the workforce receiving their pay increase.

Due to the nature of this approach, this may result in some providers having funds remaining once the policy intent - to uplift pay for the workforce delivering direct care to at least £10.02 - has been fully delivered. Any additional funds that may remain must be spent on uplifting pay for the directly employed workforce working within services.

### **Assurance process**

For this uplift, and in line with previous practice, providers will be required to sign and return contract variation letters and this will confirm that the funding must be used for providing the uplift and workforce costs only.

Funding will be released to providers as soon as possible after they return their signed contract variation letters.

Separate guidance on the assurance process will be provided for PA employers.

### **ILF Scotland**

ILF Scotland will automatically uplift their awards with effect from 1<sup>st</sup> December 2021 to ensure all of their fund recipients are in a position to comply with this new minimum rate of pay. ILF Scotland will be writing to all of their fund recipients to inform them of the purpose and application of the uplift.

### **Future uplifts**

The Scottish Government and COSLA have committed to review the approach to any further annual uplifts for the Adult Social Care workforce as part of our commitment towards the Fair Work in Social Care agenda. We confirm the funding offered this year will be recurring.

### **Next steps**

I hope this provides clarity on the policy.

The Scottish Government recognises the exceptional work of the social care workforce and we thank them for the most important role that they play in our communities.

This agreement is intended to ensure that the commitment to uplift pay is met as soon as possible and we have worked at pace with our colleagues in Local Government and sector stakeholders to implement this.

We appreciate you sharing this with your networks and working with us to get this uplift delivered to the workforce at speed.

Yours sincerely



Donna Bell  
**Director of Mental Health and Social Care**

## Annex A

### Workforce in scope (those eligible to be paid a minimum of £10.02)

| Broad title                                                                                                                                               | Role description                                                                                                                                                                                                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Supervisor in Care Home Services / Care at Home Services / Housing Support Services / Day Care Services / Adult Placement Services / Respite Services     | Worker who holds responsibilities for providing and supervising the provision of care and/or support provided directly to adults using residential care / a user within a care at home service or of a housing support service. |
| Practitioner in Care Home Services / Care at Home Services / Housing Support Services / Day Care Services / Adult Placement Services / Respite Services   | Worker who provides care and support to adults using residential care and who has responsibility for co-ordinating the implementation of care plans. This may include holding keyworker responsibilities.                       |
| Support Worker in Care Home Services / Care at Home Services / Housing Support Services / Day Care Services / Adult Placement Services / Respite Services | Worker employed in providing care / and or support directly to adults using residential care / a user of service within a care at home service or of a housing support service.                                                 |
| Personal Assistants                                                                                                                                       | Separate guidance will be provided.                                                                                                                                                                                             |

### Services in scope

| Type of service | Definition of services                                                                                                                                                                                                                                                                                   |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Care homes      | A service which provides accommodation, together with nursing, personal care or personal support, for persons by reason of their vulnerability or need this may include for: alcohol & drug misuse, blood borne virus, learning disabilities, mental health problems, older people, physical and sensory |

|                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                          | impairment or respite care and short breaks.                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Care at home             | <p>Care at home is registered by the Care Inspectorate as a support service – “Support Service – Care at home.”</p> <p>A support service is defined as a personal care or personal support service provided by arrangement made by a local authority or health body to a vulnerable or person in need. This does not include a care home service or a service providing overnight accommodation.</p>                                                         |
| Day care                 | <p>Adult day care is registered as a support service – “Support service – Other than care at home.”</p> <p>See definition above.</p>                                                                                                                                                                                                                                                                                                                         |
| Housing support          | <p>A service, also defined as Supported Living, which provides support, assistance, advice or counselling to a person who has particular needs, with a view to enabling that person to occupy residential accommodation as a sole or main residence.</p> <p>This will include delegated and non-delegated services.</p>                                                                                                                                      |
| Adult placement services | <p>A service which consists of, or includes, arranging for the provision of accommodation for an adult (age of eighteen years or over), together with personal care or personal support or counselling, or other help, provided other than as part of a planned programme of care by reason of the person’s vulnerability or need, by placing the person with a family or individual; but a service may be excepted from this definition by regulations.</p> |
| All SDS Options (1 to 4) | <p>All SDS Options where workers provide direct Adult Social Care support, either in a social care provider organisation or someone paying a Personal Assistant.</p>                                                                                                                                                                                                                                                                                         |

|                  |                                                                                  |
|------------------|----------------------------------------------------------------------------------|
|                  |                                                                                  |
| Respite services | Registerable under a care home and housing support as per the definitions above. |