

**Renfrewshire Joint Negotiating Committee for Teachers**

**To:** Renfrewshire Joint Negotiating Committee for Teachers

**On:** 14th May 2024

**Payroll and Salary Overpayments**

Report by

**Joint Secretary (Teachers' Side)**

**Background**

In recent months the issue of salary overpayments and onerous timescales for repayment have caused concern to many teachers who, faced with clerical errors in calculating their salary, are being asked to repay amounts over a fixed period which risks causing them some financial hardship.

Clearly the Council has an obligation to recoup all monies overpaid. In most cases though overpayments are due to administrative errors outwith the teacher's control and this is sometimes caused by changes in contract or post. Normally when an error is detected (and there seems to have been a rise in the number of cases lately) a negotiated settlement takes place to agree an affordable amount over a period that makes the repayment manageable for the teacher.

The ease of access to Businessworld, alongside inscrutable payslips that lack detail (especially for teachers in more than one location or on variable hours) are sometimes cited as a reason for possible misunderstandings.

In recent months, the tenor of communications emanating from payroll has become more insistent and less understanding of individual's financial stresses, expecting that the sum owed should be repaid over the same period as the overpayment was made- this may not always be possible and the Teachers' Side would seek to ensure that repayment schedules are more individualised, flexible and reflective of individual circumstances, especially considering that the cause of the error often lies with the Council.

## **Action**

- Ultimately, fewer administrative errors would necessitate fewer overpayments having to be recouped by the Council. But, where overpayments do occur, the Teachers' Side is seeking a commitment that no repayment will be deducted from a teacher's salary without first reaching a mutually satisfactory agreement on an affordable repayment that does not cause undue financial hardship to the affected individual.
- Creation of an I-Learn module in how to access Businessworld payslips and input claims for additional expenses or payment to assist teachers with the process and so help to reduce future errors or highlight them at a much earlier stage.