



15th December 2021

Adult Social Care Pay Uplift – Guidance for the Personal Assistant Workforce

Dear Colleague,

I am writing to provide further details on the uplift for Adult Social Care workers that was announced on 5 October 2021.

This guidance has been designed in conjunction with a number of external stakeholders and I hope it is useful in clarifying how the uplift applies to the Personal Assistant workforce.

What does this guidance relate to?

An increase in Self-Directed Support (SDS) Option 1 budgets will take place which will allow for a pay uplift for the Personal Assistant workforce.

There will also be an uplift to Independent Living Fund Scotland (ILF Scotland) budgets from December to allow for a pay uplift for Personal Assistants.

Why is the Scottish Government providing this funding?

On 5 October 2021, the Cabinet Secretary for Health and Social Care announced a package of measures to support winter and system pressures in health and social care. This included a commitment to provide up to £48 million of Scottish Government funding to support a pay uplift for Adult Social Care workers.

This funding is being provided to uplift pay for workers delivering direct care and support within Adult Social Care commissioned services. This funding will enable pay for these workers to be uplifted from at least £9.50 per hour to at least £10.02 per hour.

Who does it apply to?

This uplift should be delivered to Personal Assistants (PAs) providing support for adults.

The Personal Assistant workforce is paid by individuals with assessed needs, for whom they provide vital support to enable them to live independently. A PA is eligible for this uplift if they are directly paid by the social care support recipient or the person who is acting for a social care support recipient, who receives funds to pay PAs from Independent Living Fund Scotland or from a Local Authority or Health and Social Care Partnership through Option 1 Social Care (Self Directed Support) Act 2013.

How should it be spent?

This funding is to be spent to uplift the pay of Personal Assistants and associated workforce costs including National Insurance and pension contribution on-costs.

This funding will enable pay for these workers to be uplifted from at least £9.50 per hour to at least £10.02 per hour. Where PAs are already paid more than £10.02 per hour, this funding should be used to increase pay above these levels. All funding should be spent on uplifting pay.

Local Authorities and ILF Scotland will write to PA employers to advise them of these changes and to inform them of the purpose of this uplift.

How will the uplift be applied to SDS Option 1 budgets?

A 5.47% uplift will be applied to 89% of SDS Option 1 budgets.

The 89% is in line with the typical workforce costs within SDS Option 1 budgets.

How will the uplift be applied to ILF Scotland budgets?

Due to the nature of ILF Scotland award structure, a 5.47% uplift will be applied to the workforce elements of ILF Scotland budgets.

What assurance processes will be in place around the uplift?

For this uplift, Local Authorities and ILF Scotland will follow their own assurance processes related to PA employers funding. These will be in line with previous practices for the real Living Wage uplift.

When will the uplift be applied from?

This funding will take effect from 1 December 2021.

Local Government and Integration Joint Boards (IJBs) will be working at pace to deliver this and best endeavours will be made to get this funding to 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 December 2021. All payments will be made before or during February 2022.

ILF Scotland has written to all of their fund recipients to inform them that their award will increase from 1 December 2021.

What should a PA employer do if they haven't received this uplift by the end of February 2022?

PA employers should contact their Local Authority or ILF Scotland.

What should a PA do if they haven't received this uplift by the end of February 2022?

In the first instance, PAs should contact their employer who can then contact their Local Authority or ILF Scotland if funding has not been received.

If this remains unresolved, the Scottish Government will be setting up a dedicated email account for the workforce to raise issues of non-payment of the uplift from the end of February 2022. Details of this are to follow.

Next steps

I hope this provides clarity on how the policy applies to the Personal Assistant workforce.

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

Yours sincerely,

Ian Turner
Deputy Director
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