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## CYDO Contract Review

### Introduction

A few years ago Synods took over the full cost of their CYDOs whilst continuing to give 25% of CYDO time to General Assembly work on the Youth and Children programme. This has prompted concern that whilst technically CYDOs are still Assembly employees, Line Management and overall supervision lies with the individual Synod. This raises a number of issues:

1. Salaries and terms and conditions are currently set by Assembly and do not match those of other Synod staff.
2. Synods are charged for salaries, expenses and associated costs on a monthly basis adding complexity to the process.
3. Should disciplinary or grievance processes be initiated, it is likely that Assembly would be liable for any legal costs. Alternatively a Tribunal might assert that the CYDO is a Synod employee adding further legal costs.
4. More recent appointments have, on the advice of the HR Department, been made as Synod employees. This has added confusion and uncertainty.

The resolution which follows attempts to address at least some of these issues, recognizing that if followed through it will have implications for the role and responsibilities of the Youth and Children's Committee and the continuing nature of the CYDO programme which will need to be considered.

### Resolution

**Mission Council instructs the General Secretariat to consider the issues relating to the employment of Children and Youth Development Officers (CYDOs) set out in Paper H and to bring a report including, if appropriate, proposals to amend the contracts and working practices of CYDOs.**

**Proposed by : Duncan Smith (Synod Clerk)**

**Seconded by : Revd Peter Meek**

A background document issued in October 2011 from Michelle Marcano prompted Synods to discuss the issues and a summary prepared by the East Midlands Synod Clerk is attached for information.

## COMMENTS ON THE PAPER ON THE CONTRACTUAL ARRANGEMENTS RELATING TO CYDOs

### 1. Process

The Synod Clerks met in early October 2011 and received the draft proposals from Michelle Marcano. It was agreed that Clerks consult with Synod Moderators and CYDO Line Managers on the proposals and feed back information to Duncan Smith (Synod Clerk, East Midlands) by October 29 2011 so that suggestions could be collated and passed on to Michelle.

Two Synods who have a CYDO have not sent in comments so the summary does not reflect their opinions.

### 2. General comments

There is some agreement between most of the Synods, particularly on what the major issues are. I have tried to emphasise the comments received on the general principles involved but this has proved difficult because of the complexity of the issues (not least because of employment legislation and the differing arrangements within certain Synods). I have therefore decided to raise the major issues and indicate a general overview of most Synods.

### 3. Key issues

These were identified by Michelle in her document and have been apparent for some years.

- a. Who is the employer of CYDOs, Synods or Church House or Assembly?
- b. Who do Synods wish to be the employers?
- c. Is the 25% work undertaken for Assembly by individual CYDOs to continue and if so who decides it will and who pays for it?
- d. The role of the Remuneration Committee which has set the pay increase for CYDOs over the previous years of employment needs to be clarified.
- e. The contracts already in place are a key issue. Some are held by Church House, some by the Synods and once the draft terms of employment are finalised some contracts will be affected.
- f. Once it is clear who are the employers there needs to be some agreement on Assembly work that is undertaken and who pays for it.
- g. The role of the National Officers will need to be considered as well as the Line Management of the National Officers and CYDOs. The role and line management of the National Officers is not an issue considered by this paper since that will be the responsibility of others and outside the remit of this review.
- h. There is concern that any changes may well result in disparity of pay across the country despite job descriptions and modus operandi being very similar.

### 4. Comments submitted

#### a. Employment

Most, but not all, indicated that CYDOs should be employed by Synods and that their contracts needed to be held by the Synod Offices. Some Synods expressed concern that once Synod employment was recognised and appropriate contracts amended, then this would run the risk of weakening the cohesion of those serving as CYDOs.

**b. Assembly work**

The Synods were generally supportive of some “covenant” or “memorandum of understanding” being in place so that 25% of CYDO work was for Assembly work. However, most Synods indicated there needed to be some payment towards the cost of this work from Assembly. Some felt a full 25% of the salary and expenses should be met, one felt a lump sum be paid by Assembly each year to off-set some of the costs of CYDO Assembly work, some indicated it would be a matter for each Synod to decide whether or not their CYDO should participate in Assembly work. This percentage may be negotiable.

**c. Remuneration Committee**

Most Synods indicated that the Remuneration Committee could make proposals about CYDO pay but individual Synods, the employers, should decide on pay rises. Synods were aware that this could lead to disparity of CYDO pay across the country.

**d. Other issues raised:**

1. We are being rushed into decisions on these issues and more consultation needs to take place.
2. Assembly work is worth conserving.
3. CYDOs should not have to provide their own offices (Paper D clause 9)
4. CYDO Line Managers need to be more involved with their CYDOs in determining what Assembly work is undertaken.
5. CYDO Appointments ARE Assembly appointments and should remain so.
6. Synod employment of CYDOs would undermine the work of the National Development Officers.
7. If Synod appointments the Synods may see no reason for the Youth and Children’s Work committee having any say in interview, appointment and review processes.
8. Under the present contracts Synods would have the right to refuse to employ CYDOs and at least one may do so.
9. Before anyone writes to CYDOs (see action points) there will be a need to meet to discuss much of the detail listed above.
10. Team fragmentation may occur if we follow the logical route of Synod employment and Synod decision on what work is to be undertaken.

**CONCLUSIONS**

1. The complexities of the work to be undertaken are self-evident.
2. A need for further consultation on refined drafts is necessary. This may be best directed through CYDO Line Managers.
3. There is a wide range of views across the Synods as to the way forward but most have accepted CYDOs should be Synod appointments and employees and that the 25% Assembly work is worth keeping in place although payment for this work is still a live issue.

**Duncan Smith****Synod Clerk (East Midlands)****31.10.11**