



MERTHYR TYDFIL COUNTY BOROUGH COUNCIL

# PAY POLICY STATEMENT

## 2015-16

Approved Council 25<sup>th</sup> March 2015

## 1. INTRODUCTION

1.1 The Local Government Act 1972 (Section 112) sets out the Council's '*power to appoint officers on such reasonable terms and conditions as the Authority thinks fit*'. More recently the requirements within Section 38(1) of the Localism Act 2011 sets out the need for Welsh and English local authorities to produce and publish a Pay Policy Statement for each financial year.

1.2 This Policy details the:

- Council's policies towards the remuneration of Chief Officers;
- Council's policies for the remuneration of its lowest paid employees;
- Relationship between the remuneration of its Chief Officers and other employees

1.3 Section 38(4) of the Act requires Council's to publish:

- the level and elements of remuneration for each Chief Officer;
- remuneration of Chief Officers at recruitment;
- additions and increases to remuneration for Chief Officers;
- the use of performance related pay for Chief Officers;
- the approach to the payment of Chief Officers of their ceasing to hold office under or to be employed by the authority;
- publication of and access to information relating to remuneration of Chief Officers

1.4 Furthermore, measures have been introduced as part of the Local Government Democracy (Wales) Act 2013, Local Authorities (Standing Orders) (Wales) (Amendments) Regulations 2014 and Welsh Government Guidance on Pay Policy Statements. These measures aim to create a more open and transparent senior pay policy. The additional measures include the need for:

- Council to vote on all determination or changes to JNC Chief Officer pay including Nationally negotiated pay rises;
- the Council to publicly advertise all JNC Chief Officer vacancies externally (over £100,000)
- Chief Officer severance packages over £100,000 to be taken to full Council

1.5 This Pay Policy Statement supersedes the Pay Policy Statement 2014/15 by including the additional measures alongside the existing measures found within the previous Statement.

1.6 It should be noted that Merthyr Tydfil County Borough Council, an employer of circa 1,700 employees (non-schools) delivers complex services such as social care, regeneration, waste services, highways and engineering, and housing benefits to name but a few. The

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remuneration levels for each professional and technical area may be driven by other external or local influences. For the Council to respond to these markets, remuneration levels may differ between each group. This discretionary flexibility is required to respond to the local circumstances.

- 1.7 In the interest of transparency there are details of pay and grading charts within the appendices plus additional information on Chief Officer pay.
- 1.8 This Statement shall be publicised following an update every year. In addition, as required under the Accounts and Audit (Wales) (Amendment) Regulations 2010, posts where the full time equivalent salary levels as denoted in the Regulations shall include a note within the Annual Statement of Accounts setting out the total amount of:
- Salary fees or allowances paid to or receivable by the person in the current and previous year;
  - Any bonuses so paid or receivable by the person in the current and previous year;
  - Any sums payable by way of expenses allowances that are chargeable to UK income tax;
  - Any compensation for loss of employment and any other payments connected with termination;
  - Any benefits received that do not fall within the above.

## **2. LEGISLATIVE FRAMEWORK**

- 2.1 In addition to the above legal requirements, Merthyr Tydfil County Borough Council (the Council) will comply with the following legislation:
- Employment Rights Act 1996;
  - Equality Act 2010;
  - Employment Act 2002;
  - Part time Employment (prevention of less favourable treatment) Regulations 2000;
  - Agency workers Regulations 2010;
  - Transfer of Undertakings (Protection of Employment) Regulations 2014;
  - National Minimum Wage Regulations 1995;
  - Fixed Term Employees (prevention of Less Favourable Treatment) (Amendment) Regulations 2008;

## **3. SCOPE OF POLICY STATEMENT**

- 3.1 The Localism Act 2011 requires authorities to develop and make public their Pay Policy Statement on JNC Chief Officer remuneration (including on ceasing holding office) and their

Policy for the lowest paid employees, explaining the relationship between Chief Officers and other workforce groups.

3.2 In the interest of transparency, the Council has chosen to produce a Policy Statement that is broader than the legal requirements. It also acts as a Policy for setting out the requirements for wider remuneration for the whole Council, namely Acting Up, Honorariums, and Market Supplements.

3.3 This Statement includes pay details for the following:

- JNC for Chief Officers;
- National Joint Council (Green Book) for Senior Managers;
- JNC for Chief Executives;
- Soulbury

3.4 Once this Statement is approved by full Council as determined by legislation, it will be published externally. It will be updated yearly as part of an annual revision.

3.5 The content of this Statement as set out within the Localism Act 2011 will not prevent the Council from undertaking value for money exercises and making decisions that will ensure appropriate use of budgets.

#### **4. RETENTION AND REWARD**

4.1 All local authorities are operating in a time of austerity where striking a balance between affordable and equitable pay and attracting and retaining excellence is becoming more challenging. Merthyr Tydfil County Borough Council, like all other Councils, have no choice but to review the remuneration of the whole workforce to create an affordable pay and grading structure.

4.2 The Council has a moral as well as legal obligation to ensure that all employees are treated fairly and equitably. Using financial rewards to increase performance and attract specific skills is no longer viable. The Council has to find other ways of rewarding employees so that Merthyr Tydfil County Borough Council is seen as an 'employer of choice' despite the difficult financial circumstances.

4.3 The Council is also a major employer within the area, and to support economic growth needs to ensure that the wages offered to employees satisfies the Council's commitment to reducing poverty. When the local community has access to healthy lifestyles, it reduces the burden on social services. The Council has to therefore balance this correlation between financial security and social needs by offering employees a wage and employment contract that retains the community above the poverty line.

4.4 At times the Council may wish to recruit individuals with specific skills to undertake a set project where these skills are not found internally. The Council has put in place steps to

ensure that any engagement with individuals, whether as an employee or self-employed consultant, falls within the requirements of the HMRC.

## **5. JOB EVALUATION**

- 5.1 The Council uses the Greater London Provincial Council (GLPC) Scheme for employees up to Grade 12. For Senior Managers, including the Director and Chief Executive, the Hay Scheme is used.
- 5.2 The two schemes ensure that the salaries are set using an objective and systematic process that rewards for the content of the job. This ensures equality and fairness. Local conventions ensure that the scheme is able to be applied to the local job requirements in a consistent manner.
- 5.3 Following the introduction of these two schemes, any new jobs or changes to existing jobs will be re-evaluated under one of these schemes.

## **6. PAY AND GRADING**

- 6.1 The Council uses the Nationally agreed Pay and Grading Scheme which negotiates pay for those employees between SCP 6 and SCP 49. The remuneration within this is re-negotiated yearly by the National Employers.
- 6.2 In October 2014, the National Employers negotiated a 2.2% increase for all NJC Green Book employees, with a non-consolidated lump sum payment for those up to SCP 49. The non-consolidated payment was paid in December 2014, with another one to be paid in April 2015. The 2.2% pay award was paid to all employees on NJC Green Book terms and conditions, including Heads of Service, from January 2015. This 2.2% pay award is to be implemented between January 2015 and March 2016 where the National Employers will re-negotiate the award.
- 6.3 The Council has chosen to increase the pay and grading for Merthyr Tydfil County Borough Council NJC Green Book employees to SCP 53. **Appendix A**
- 6.4 The Senior Manager pay and grading falls into a locally developed salary banding from Band A to Band D. **Appendix B** Heads of Service, between Band B and Band D are on NJC Green Book terms and conditions.
- 6.5 Band A is a spot salary for the Director. The Chief Executive salary is a spot salary. **Appendix B** denotes the Directors, on Band A spot salary, and the Chief Executive, on a spot salary. Both are Hay evaluated. Following the National employers negotiation, as at 31 December 2014, Chief Officers had a 2% pay increase on the basic salary of those on £99,999 or less.
- 6.5 **Appendix C** denotes Soulbury for educational psychologists.

## **7. MARKET SUPPLEMENTS**

- 7.1 Job Evaluation enables the Council to set fair and equitable pay for all employees. However, from time to time it may be necessary to assess the external market for pay differentials to attain and attract applicants with specific skills and experience.
- 7.2 For a market supplement to be agreed, the recruiting manager is required to research salaries in the external market, including neighbouring Councils and public sector organisations.
- 7.3 If EPay-check benchmarking is able to determine the salary ranges of the job, this will be utilised on behalf of the recruiting manager.
- 7.4 Prior to the recruiting manager processing the recruitment plan to advertise the job, a committee report needs to be brought to Cabinet for approval, with the supporting salary benchmarking data and comparable job details. Clear rationale denoting the objective reasons for the disparity in pay must be made clear within the report.
- 7.5 Where the job in question is recommended for a salary above £100,000, this committee report will also be brought to Council.

## **8. ACTING UP PAYMENTS (irregular)**

- 8.1 There may be occasion where an employee is asked to act up into a higher level job due to a prolonged absence of the incumbent (usually unplanned), or when a key job becomes vacant and the employee is covering the work until a decision on recruitment is made.
- 8.2 Where this lasts for less than 4 weeks, the employee will not receive additional payment.
- 8.3 Where this lasts for longer than 4 weeks, the employee will receive an additional payment which is backdated to the start of the acting up. If it is known that the acting up will last longer than 4 weeks from the start of the acting up, the payment can be authorised immediately.
- 8.4 The additional payment may be the difference between the substantive salary and that of the acting up salary (if the full duties are worked), or a proportion of this if the full duties are not worked. This is pro rata'd to the hours worked.
- 8.5 Payments will not be made if employees are covering for periods of annual leave or are acting in their capacity of a deputy to the incumbent as expected from time to time.
- 8.6 Where the absence is planned, such as for maternity/adoption leave, secondments and similar absences, the first consideration must be to temporarily appoint into the job. Where time is short, acting up may be a shorter term solution in advance of recruitment.
- 8.7 The choice of employee to act up needs to be made by reviewing which of the employees in the service area are undertaking work that is commensurate with the work that needs to be covered. It will usually be an employee in the next line management down. If more than one

employee is suitable to act up, there needs to be a competitive process undertaken with a written record of the outcome to this process. This does not need to be a formal interview but must be robust enough to determine which candidate is suitable to cover the work and why.

8.8 Prior to a payment being made, a briefing paper must be approved by the Corporate Director and Head of HR. Payroll will need to be informed once approved.

8.9 The acting up payments will be reviewed every 3 months by the Corporate Director, Section 151 Officer and the Head of HR. If the acting up payment is required longer than 3 months (and especially if it lasts longer than 6 months), there will be a review of whether other alternative arrangements might be more suitable for the circumstances. This could include a recommendation to:

- Continue the acting up payments
- Recruit a temporary employee
- End the acting up payments
- Alter the amount of acting up payment (linked to the percentage of the work undertaken)
- Restructure the department
- Include the additional duties on a permanent basis in the employees job description (which would then require a re-evaluation of the job)

8.10 Payments will discontinue immediately following the return to normal duties of the employee undertaking the acting up.

8.11 Managers must give due regard to the cost of the acting up and whether business continuity can be achieved in other ways.

## **9. ACTING UP PAYMENTS (regular/shift work)**

9.1 Some jobs within the Council require acting up as part of a weekly shift pattern to cover absences of team leader level employees. This form of acting up is common within care work and manual work areas of the Council. For instance, a senior care worker is required for each shift and so if a substantive senior care worker is unavailable a non-senior care worker (who has the relevant skills) will be able to act up for that shift. This is also required as part of the highways service where a lead gang supervisor is required for each gang. There are times when the acting up is for part of a shift or for a set number of hours.

9.2 When an employee is required within a rota to undertake shift cover/set hours for a higher paid employee they will be given the relevant remuneration for the work for that shift or for hours worked at the higher level. It is the responsibility of the manager to ensure they are suitable qualified and capable of undertaking the work.

- 9.3 The higher level work will be recorded on the timesheet and checked and signed off by the manager before submitting to Payroll.
- 9.4 If the higher level work is required on a frequent basis, the manager needs to review the core numbers of supervisor level jobs within the Service.

## **10. HONORARIUM PAYMENTS**

- 10.1 Where the Council wishes to recognise the significant and additional discretionary efforts of an employee who has undertaken additional work for more than 4 weeks, an honoraria can be requested to be paid to the employee.
- 10.2 Honoraria payments will not be made where the work undertaken is within the remit of the employees job description (including any other duties as deemed commensurate with the job) and deputising for the line manager. Honorarium payments are not made for exceptional performance when the employee is undertaking their own work requirements or due to additional hours being worked. Payments will also not be given to employees who have been asked to take on additionally duties of a higher grade in advance of doing the work. This will be covered as part of an Acting Up payment (see section 8).
- 10.3 An employee cannot receive an acting up payment and honorarium for the same period of time.
- 10.4 Honoraria payments are one off payments that are given following a *significant* effort made by the employee to undertake *additional and discretionary* work. This could be due to a sudden and critical requirement to complete a time bound project or task of which the employee willingly gives their time and effort to undertake, whilst continuing to undertake their usual work. This work can also be planned, but it will be expected that other ways to reward for the work is considered first (e.g. creating a new temporary project job).
- 10.5 An honorarium payment may be paid to more than one employee if a 'team' have worked together to undertake the significant additional work.
- 10.6 If a manager wishes to recognise this effort and believes the work falls within the definition of an honorarium payment, they must write a briefing paper to the Corporate Director and Head of HR explaining the circumstances and the amount they recommend should be paid. The Corporate Director and the Head of HR will appraise the paper and make a decision on whether it can be paid and how much.
- 10.7 If agreed Payroll need to be informed. The amount to be paid is at the discretion of the Corporate Director and Head of HR, with advice from the Section 151 Officer.
- 10.8 Only one honorarium can be paid to each employee within a 12 month period.



## **11. PAY POINT AT RECRUITMENT**

- 11.1 All new appointments are to be made at the minimum point relevant to the grade. Exceptions to this may be made under a market force benchmarking exercise as denoted in Section 7.
- 11.2 Market force requests cannot be made at interview or following recruitment. All market force requests are made before the vacancy is advertised. If following the advertising of a vacancy it becomes clear that the salary is not attracting the right skills and experience, the manager needs to undertake steps within Section 7 before re-advertising the vacancy.
- 11.3 When an external employee from another Council is offered a job within Merthyr Tydfil County Borough Council as part of the recruitment process, they may be assimilated to the same SCP as they were on at the previous Council if it is within the grade range for the job.
- 11.4 For example, if an employee was on SCP 24, and the job offered at Merthyr Tydfil CBC is between SCP 19 and SCP 25, the SCP at recruitment will be SCP 24.
- 11.5 This will only be allowable when there is no break in continuous service. If a break of longer than 4 weeks has occurred, continuous service and the right to assimilation will be lost.
- 11.6 If the job offered at Merthyr Tydfil CBC does not have the current SCP within its grade for the job, then assimilation will not be possible.

## **12. REDEPLOYMENT RECRUITMENT**

- 12.1 If an employee is required to be matched to an alternative job as part of redeployment, and the alternative job is of a lower grade to that of the substantive job, the employee will be placed at the top of the grade. Usual pay protection rules will apply.

## **13. PAY AND PERFORMANCE**

- 13.1 Merthyr Tydfil County Borough does not operate a performance related pay appraisal system.

## **14. CHIEF OFFICER REMUNERATION**

- 14.1 For the purpose of this Pay Policy Statement, 'Chief Officers' are as defined within Section 43 of the Localism Act 2011. Within Merthyr Tydfil County Borough Council, this includes the following:
- Head of Paid Services (which is also the Chief Executive);
  - Corporate Directors
  - Heads of Service and Senior Managers who are in receipt of remuneration levels as stated in the Accounts and Audit (Wales) (Amendment) Regulations 2010

- 14.2 The Council employs Chief Officers under JNC terms and conditions which are incorporated into their contracts. The JNC for Chief Officers negotiates on National (UK) annual costs of living pay increases for this group, and any award of same is determined on this basis. Chief Officers employed under JNC terms and condition are contractually entitled to any National JNC determined pay rises and this Council will therefore pay these as and when determined in accordance with current contractual requirements.
- 14.3 The remuneration of the Director and Chief Executive (Head of Paid Services) is subject to Hay evaluations. Any changes to these jobs will require the application of the Hay scheme to realign the salary band.
- 14.4 Section 63 of the Local Government (Democracy) (Wales) Act 2013 amended the Local Government (Wales) Measure 2011 by inserting Section 143A. This requires the Council, if it intends to change the salary of the Head of Paid Services, to consult with the Independent Remuneration Panel (IRP) unless the change is in keeping with the changes applied to other officers. The IRP must be notified so that they can consider the pay recommended, whether it is being proposed to increase or decrease. The Council will have regard to the IRP when deciding on the appropriate level of remuneration for the Head of Paid Services.
- 14.5 Chief Officers on JNC terms and conditions are entitled to travel and subsistence expenses as set out by the JNC Chief Officer conditions of service.
- 14.6 The Head of Paid services is also the Returning Officer and fees for this role are paid separately and not included in the remuneration details within this Statement. Fees are set locally and are in line with election remuneration values of Welsh Government elections.
- 14.7 A stipend is payable to those Senior Officers who have additional statutory duties (e.g. Monitoring Officer, Section 151 Officer, and Chief Education Officer). This is currently set at £3,000 per annum.

## **15. RECRUITMENT OF CHIEF OFFICERS**

- 15.1 Where a Chief Officer post on JNC terms and conditions valued at £100,000 or more requires to be appointed to, it will be advertised externally as well as internally, as set out in the Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2014.
- 15.2 This includes when the Council undertakes a Corporate Restructure and posts are reduced or remodelled. The usual practice of 'ring fencing' these 'new' posts to the existing internal incumbents will not be possible when the job has a salary of £100,000 or more.
- 15.3 Where the appointment is for 12 months or less, external advertising is not required and can be 'ring fenced' internally. However, once the 12 months has expired, it will require external advertising.
- 15.4 The appointment of the Chief Executive (Head of Paid Service) and the rates of pay are approved by full Council and are a matter of public record. The remuneration offered will fall

in line with the Hay evaluation scheme and any other local policy that is in place at the time of recruitment.

## **16. SEVERANCE ENTITLEMENTS AND REDUNDANCY**

- 16.1 Full Council is required to approve any severance package offered to employees leaving the organisation that is valued over £100,000 that will be borne by the Council directly. This includes the total of the severance, taking into consideration the salary paid in lieu, lump sum redundancy/severance payment, and any costs to the Council for pension enhancement and strain/buy out actuarial reductions.
- 16.2 Any other payments falling outside the scope of the local Policies or contractual terms shall be subject to approval by Cabinet and Council. Delegated authority to the Chief Executive, Section 151 Officer, Leader and Corporate Director to approve these may also be used.
- 16.3 There may be some exclusions, such as when negotiating settlement agreements.
- 16.4 The Council operates a discretionary Early Retirement and Redundancy Policy in accordance with Regulations 5 and 6 of the Local Government (early termination of employment) Regulations 2006.
- 16.5 All employees are entitled to apply for the Council's current redundancy scheme. voluntary redundancy is set at statutory payment plus 20%. Compulsory redundancy is set at statutory values only.
- 16.6 Voluntary Early Retirement (VER) will also be paid when an employee (who is eligible) takes voluntary redundancy.
- 16.7 The Council will pay the actuarial reduction of the pension strain (additional costs) to employees leaving under compulsory redundancy (if eligible).
- 16.8 A business case is required prior to progressing the application for VER by the manager.
- 16.9 Cabinet will be required to approve applications for all VER. Delegated authority as denoted in 15.3 can be used.

## **17. RE-EMPLOYMENT OF CHIEF OFFICERS**

- 17.1 No Chief Officer/Head of Service (anyone paid at the Leadership Bands) previously made redundant or granted early retirement (and leaves the employ of the Council) will be later re-employed or re-engaged either as an employee, commissioned employee, self-employed, as an agency worker, or via a third party contractor.
- 17.2 Any Chief Officer/Head of Service who takes Flexible retirement is entitled to continue to work for the Council under the rules as set out in the Flexible Retirement Policy. Applications for flexible retirement must be approved by Council (delegated powers can also be used).

## 18. PAY RELATIVITIES, INCLUDING THOSE LOWEST PAID

- 18.1 The definition adopted by Merthyr Tydfil County Borough Council of the 'lowest paid' is an employee who is paid at SCP 6. Employees on this SCP earn £13,614 (FTE) as of January 2015.
- 18.2 The Council may employ apprentices and trainees who are not included in the definition of 'lowest paid employees'. These employees are paid the National Minimum Wage.
- 18.3 All jobs within Merthyr Tydfil County Borough Council are subject to either the GLPC scheme or the Hay scheme of grading.
- 18.4 The Localism Act 2011 statutory guidance recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce. The Hutton Report 'Review of Fair Pay in the Public Sector' (2010) explored the case for a fixed limit on dispersion of pay through a requirement that no public sector manager can earn more than 20 times the lowest paid persons in the organisation.
- 18.5 The Report concluded that the relationship to median earnings was a more relevant measure and the Government's Code of Recommended Practice on Data Transparency recommends the publication of the ratio between highest paid and median average salary of the whole authority's workforce.
- 18.6 The table below denotes the median and averages for the salaries within Merthyr Tydfil County Borough Council.

Ratios calculated as at:	Jan 2015
Minimum spinal column point (FTE)	£13,614
Median FTE Salary	£22,212
Mean Average FTE Salary	£25,439
Chief Executive Salary	£111,100
Mean Average Chief Officer Salary	£69,510
Median FTE : Chief Executive Earnings	1 : 5.0
Median FTE : Average Chief Officer Earnings	1 : 3.1
Minimum SCP : Chief Executive Earnings	1 : 8.2
Minimum SCP : Average Chief Officer Earnings	1 : 5.1

APPENDIX A- NJC GREEN BOOK PAY AND GRADING

(As at Jan 2015)

SCP	Apr 13	Grade	SCP	Jan 15	Monthly	Weekly	Hourly
<b>6</b>	12,614	1	<b>6</b>	<b>13,614</b>	1,134.50	261.09	7.0565
<b>7</b>	12,915	1	<b>7</b>	<b>13,715</b>	1,142.92	263.03	7.1089
<b>8</b>	13,321	2	<b>8</b>	<b>13,871</b>	1,155.92	266.02	7.1897
<b>9</b>	13,725	2	<b>9</b>	<b>14,075</b>	1,172.92	269.93	7.2954
<b>10</b>	14,013	2	<b>10</b>	<b>14,338</b>	1,194.83	274.98	7.4319
<b>11</b>	14,880	2	<b>11</b>	<b>15,207</b>	1,267.25	291.64	7.8822
<b>12</b>	15,189	2	<b>12</b>	<b>15,523</b>	1,293.58	297.70	8.0459
<b>13</b>	15,598	2	<b>13</b>	<b>15,941</b>	1,328.42	305.72	8.2627
<b>14</b>	15,882	2	<b>14</b>	<b>16,231</b>	1,352.58	311.28	8.4130
<b>15</b>	16,215	3	<b>15</b>	<b>16,572</b>	1,381.00	317.82	8.5897
<b>16</b>	16,604	3	<b>16</b>	<b>16,969</b>	1,414.08	325.43	8.7954
<b>17</b>	16,998	3	<b>17</b>	<b>17,372</b>	1,447.67	333.16	9.0043
<b>18</b>	17,333	3	<b>18</b>	<b>17,714</b>	1,476.17	339.72	9.1816
<b>19</b>	17,980	3	<b>19</b>	<b>18,376</b>	1,531.33	352.42	9.5249
<b>20</b>	18,638	3	<b>20</b>	<b>19,048</b>	1,587.33	365.30	9.8730
<b>21</b>	19,317	3	<b>21</b>	<b>19,742</b>	1,645.17	378.61	10.2327
<b>22</b>	19,817	3	<b>22</b>	<b>20,253</b>	1,687.75	388.41	10.4976
<b>23</b>	20,400	4	<b>23</b>	<b>20,849</b>	1,737.42	399.84	10.8065
<b>24</b>	21,067	4	<b>24</b>	<b>21,530</b>	1,794.17	412.90	11.1595
<b>25</b>	21,734	4	<b>25</b>	<b>22,212</b>	1,851.00	425.98	11.5130
<b>26</b>	22,443	5	<b>26</b>	<b>22,937</b>	1,911.42	439.89	11.8889
<b>27</b>	23,188	5	<b>27</b>	<b>23,698</b>	1,974.83	454.48	12.2832
<b>28</b>	23,945	5	<b>28</b>	<b>24,472</b>	2,039.33	469.33	12.6846
<b>29</b>	24,892	6	<b>29</b>	<b>25,440</b>	2,120.00	487.89	13.1862
<b>30</b>	25,727	6	<b>30</b>	<b>26,293</b>	2,191.08	504.25	13.6284
<b>31</b>	26,539	6	<b>31</b>	<b>27,123</b>	2,260.25	520.17	14.0586
<b>32</b>	27,323	7	<b>32</b>	<b>27,924</b>	2,327.00	535.53	14.4738
<b>33</b>	28,127	7	<b>33</b>	<b>28,746</b>	2,395.50	551.29	14.8997
<b>34</b>	28,922	7	<b>34</b>	<b>29,558</b>	2,463.17	566.87	15.3208
<b>35</b>	29,528	7	<b>35</b>	<b>30,178</b>	2,514.83	578.76	15.6422
<b>36</b>	30,311	7	<b>36</b>	<b>30,978</b>	2,581.50	594.10	16.0568
<b>37</b>	31,160	8	<b>37</b>	<b>31,846</b>	2,653.83	610.75	16.5068
<b>38</b>	32,072	8	<b>38</b>	<b>32,778</b>	2,731.50	628.62	16.9897
<b>39</b>	33,128	8	<b>39</b>	<b>33,857</b>	2,821.42	649.31	17.5489
<b>40</b>	33,998	8	<b>40</b>	<b>34,746</b>	2,895.50	666.36	18.0097
<b>41</b>	34,894	8	<b>41</b>	<b>35,662</b>	2,971.83	683.93	18.4846

<b>42</b>	35,784	8	<b>42</b>	<b>36,571</b>	3,047.58	701.36	18.9557
<b>43</b>	36,676	9	<b>43</b>	<b>37,483</b>	3,123.58	718.85	19.4284
<b>44</b>	37,578	9	<b>44</b>	<b>38,405</b>	3,200.42	736.53	19.9062
<b>45</b>	38,422	9	<b>45</b>	<b>39,267</b>	3,272.25	753.07	20.3532
<b>46</b>	39,351	9	<b>46</b>	<b>40,217</b>	3,351.42	771.28	20.8454
<b>47</b>	40,254	10	<b>47</b>	<b>41,140</b>	3,428.33	788.99	21.3241
<b>48</b>	41,148	10	<b>48</b>	<b>42,053</b>	3,504.42	806.50	21.7973
<b>49</b>	42,032	10	<b>49</b>	<b>42,957</b>	3,579.75	823.83	22.2657
<b>50</b>	42,938	11	<b>50</b>	<b>43,883</b>	3,656.92	841.59	22.7457
<b>51</b>	43,837	11	<b>51</b>	<b>44,801</b>	3,733.42	859.20	23.2216
<b>52</b>	44,743	11	<b>52</b>	<b>45,727</b>	3,810.58	876.96	23.7016
<b>53</b>	47,470	12	<b>53</b>	<b>48,514</b>	4,042.83	930.41	25.1462

APPENDIX B- JNC CHIEF OFFICER AND CHIEF EXECUTIVE PAY AND GRADING

**MTCBC Heads of Service - January 2015**

SCP/From	Apr-13	Jan-15	Monthly	Weekly	Hourly
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**Group D**

<b>1</b>	52,116	<b>53,263</b>	4,438.58	1,021.48	27.6076
<b>2</b>	54,136	<b>55,327</b>	4,610.58	1,061.07	28.6776
<b>3</b>	56,156	<b>57,391</b>	4,782.58	1,100.65	29.7473
<b>4</b>	58,176	<b>59,456</b>	4,954.67	1,140.25	30.8176

**Group C**

<b>5</b>	59,186	<b>60,488</b>	5,040.67	1,160.04	31.3524
<b>6</b>	61,206	<b>62,553</b>	5,212.75	1,199.65	32.4230
<b>7</b>	63,226	<b>64,617</b>	5,384.75	1,239.23	33.4927
<b>8</b>	65,246	<b>66,681</b>	5,556.75	1,278.81	34.5624

**Group B**

<b>9</b>	66,256	<b>67,714</b>	5,642.83	1,298.62	35.0978
<b>10</b>	68,276	<b>69,778</b>	5,814.83	1,338.21	36.1678
<b>11</b>	70,296	<b>71,843</b>	5,986.92	1,377.81	37.2381
<b>12</b>	72,316	<b>73,907</b>	6,158.92	1,417.39	38.3078

**MTCBC Corporate Director - April 2015**

SCP/From	Nov-11	Apr-13	Monthly	Weekly	Hourly
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**Group A**

Fixed Point	87,600	<b>88,476</b>	7,373.00	1,696.80	45.8595
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Some posts below Group A that carry a statutory role (i.e. Section 151 Officer, Chief Education Officer, Monitoring Officer, etc.) have a stipend allowance of £3,000

**MTCBC Chief Executive Pay Rate - April 2015**

From	Nov-11	Apr-09	Monthly	Weekly	Hourly
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Fixed Point	110,000	<b>111,100</b>	9,258.33	2,130.68	57.5859
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## APPENDIX C- SOULBURY PAY AND GRADING

### EDUCATIONAL PSYCHOLOGISTS - SCALE A

<u>Spine Point</u>	<u>1.9.13</u>
1	£34,273
2	£36,013
3	£37,752
4	£39,491
5	£41,230
6	£42,969
7	£44,607
8	£46,244
9	£47,778 *
10	£49,313 *
11	£50,745 *

Notes: Salary scales to consist of six consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit, retain and motivate staff.

\* Extension to scale to accommodate structured professional assessment points

### SENIOR AND PRINCIPAL EDUCATIONAL PSYCHOLOGISTS

#### (B) SALARY RANGE

<u>Spine Point</u>	<u>1.9.13</u>
1	£42,969
2	£44,607
3	£46,244 *
4	£47,778
5	£49,313
6	£50,745
7	£51,333
8	£42,431
9	£53,519
10	£54,626
11	£55,711
12	£56,818
13	£57,944
14	£59,031 **
15	£60,171 **
16	£61,300 **



17	£62,436	**
18	£63,571	**

Notes: Salary scales to consist of not more than four consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit, retain and motivate staff.

\* normal minimum point for the principal educational psychologist undertaking the full range of duties at this level

\*\* Extension to range to accommodate discretionary scale points and structured professional assessments

**ASSISTANT EDUCATIONAL PSYCHOLOGISTS**

**Salary from 1.9.13**

<u>Spine Point</u>	<u>Salary</u>
1	£27,067.00
2	£28,172.00
3	£29,278.00
4	£30,377.00

**SOULBURY EDUCATIONAL IMPROVEMENT PROFESSIONALS [EIPs] spine (previously known as Advisers/Inspectors spine)**

**Spine points 1.9.13**

1	32677
2	33847
3	34952
4	36071
5	37185
6	38299
7	39470
8	40594 *
9	41906
10	43075
11	44230
12	45348
13	46614 **
14	47742
15	48988
16	50116
17	51246
18	52355
19	53499
20	54090 ***

Salary scales to consist of not more than four consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit and motivate staff.

\* normal minimum point for EIP undertaking the full range of duties at this level

\*\* normal minimum point for senior EIP undertaking the full range of duties at this level

\*\*\* normal minimum point for principal EIP undertaking the full range of duties at this level

21 55226  
22 56215  
23 57305  
24 58282  
25 59328  
26 60346  
27 61389  
28 62445  
29 63505  
30 64563  
31 65611  
32 66676  
33 67742  
34 68833  
35 69920  
36 71040  
37 72141  
38 73254  
39 74352  
40 75449  
41 76553  
42 77654  
43 78755  
44 79862  
45 80966  
46 82070  

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47 83180  
48 84280  
49 85384  
50 86488

\*\*\*\* Extension to range to accommodate structured professional assessments.

\*\*\*\*  
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**APPENEDIX D - JNC YOUTH WORKERS (ADULT TUTORS) PAY AND GRADING**

Soulbury  
Scales

Adult Tutors and Lecturers

New Adult Tutor Grades introduced September 2007 w.e.f. 1st April 2007  
Grade based on points 37 - 44 on APT & C table

SCPT	Jan-15	Monthly	Weekly	Hourly
37	31,846	2,654	610.75	16.51
38	32,778	2,732	628.62	16.99
39	33,857	2,821	649.31	17.55
40	34,746	2,896	666.36	18.01
41	35,662	2,972	683.93	18.48
42	36,571	3,048	701.36	18.96
43	37,483	3,124	718.85	19.43
44	38,405	3,200	736.53	19.91

**JOINT NEGOTIATING COMMITTEE FOR YOUTH AND COMMUNITY WORKERS**

JESC 172

**Youth and Community Support Worker Range**

Pay Points	w.e.f 1.9.13	Pay Points	w.e.f 1.9.13
1	14,283		
2	14,880		
3	15,477		
4	16,077		
5	16,674		
6	17,271		
7	17,874		
8	18,474		
9	19,236		
10	19,833		
11	20,796	11	20,796
12	21,741	12	21,741
13	22,713	13	22,713
14	23,721	14	23,721
15	24,408	15	24,408
16	25,125	16	25,125
17	25,830	17	25,830
		18	26,541
		19	27,246

Approved Council 25<sup>th</sup> March 2015

20	27,951
21	28,746
22	29,646
23	30,522
24	31,401
25	32,289
26	33,174
27	34,062
28	34,959
29	35,850
30	36,741