



## **POWYS COUNTY COUNCIL**

**Pay Policy Statement 2021/22**

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# **POWYS COUNTY COUNCIL**

## **Pay Policy Statement 2021/22**

### **1. Introduction and Purpose**

- 1.1** This Pay Policy statement sets out the Council's approach to pay policy in accordance with the requirements of Section 38 (1) of the Localism Act 2011. The Act requires English and Welsh local authorities to produce and publish a pay policy statement each financial year, detailing:
- The authority's policies towards all aspects and elements of the remuneration of chief officers
  - Their approach to the publication of and access to information relating to all aspects of the remuneration of chief officers
  - The authority's policies towards the remuneration of its lowest paid employees (including the definition adopted and reasons for it)The relationship between the remuneration of its chief officers and other employees.
- 1.2** Local authorities are large complex organisations with multi-million-pound budgets. They have a very wide range of functions and provide and/or commission a wide range of essential services. The general approach to remuneration levels may therefore differ from one group of employees to another to reflect specific circumstances at a local, Welsh or UK national level. It will also need to be flexible when required to address a variety of changing circumstances whether foreseeable or not.
- 1.3** The Council will continue to develop a Pay Policy and Strategy in this context and will seek to align rewards systems with business objectives. Once approved by the full Council, as required by the legislation prior to 31 March 2021, this pay policy statement will come into effect from 1 April 2021, and will be subject to review on a minimum of an annual basis in accordance with the relevant legislation prevailing at that time.

### **2. Legislative Framework**

- 2.1** In determining the pay and remuneration of all of its employees, the Council will comply with all relevant employment legislation. This includes:
- Equality Act 2010
  - Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000
  - The Agency Workers Regulations 2010
  - Transfer of Undertakings (Protection of Earnings) Regulations.
- 2.2** With regard to the Equal Pay requirements contained within the Equality Act, the Council will ensure there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of equality

proofed Job Evaluation mechanisms which directly relate salaries to the requirements, demands and responsibilities of the role.

### **3. Scope of the Pay Policy**

- 3.1** The Localism Act 2011 requires authorities to develop and make public their pay policy on all aspects of Chief Officer Remuneration (including on ceasing to hold office), and that pertaining to the 'lowest paid' in the authority, explaining their policy on the relationship between remuneration for Chief Officers and other groups.
- 3.2** Nothing within the provisions of the Localism Act 2011 detracts from the Council's autonomy in making decisions on pay that are appropriate to local circumstances and which deliver value for money for local tax payers.
- 3.3** In the interests of transparency and accountability, the Council has taken a broader approach and has produced a policy covering all employee groups with the exception of School teachers (the pay for this group is directly under local authority control).

### **4. Development of Pay and Reward Strategy**

- 4.1** The primary aim of a reward strategy is to attract, retain and motivate suitably skilled staff so that the organisation can perform at its best. The biggest challenge for the council in the current circumstances is to maximise productivity and efficiency within current resources. The pay policy then is a matter of striking a sometimes difficult balance between setting remuneration levels at appropriate levels to facilitate a sufficient supply of appropriately skilled individuals to fill the authority's very wide range of posts, and ensuring that the burden on the taxpayer does not become greater than can be fully and objectively justified.
- 4.2** In this context it does need to be recognised that at the more senior grades in particular, remuneration levels need to enable the attraction of a suitably wide pool of talent (which will ideally include people from the private as well as public sector and from outside as well as within Wales), and the retention of suitably skilled and qualified individuals once in post. It must be recognised that the council will often be seeking to recruit in competition with other good public and private sector employers.
- 4.3** In addition the council is a major employer in the area. As such we must have regard to our role in improving the economic well-being of the people of the County. The availability of good quality employment on reasonable terms and conditions and fair rates of pay has a beneficial impact on the quality of life in the community as well as on the local economy.
- 4.4** In designing, developing and reviewing Pay and Reward strategy the council will seek to balance these factors appropriately to maximise outcomes for the organisation and the community it serves, while managing pay costs appropriately and maintaining sufficient flexibility to meet future needs.

## **5. Specific Local Factors Affecting Pay Policy**

### **5.1 Local Labour Market Factors**

Data from the 2011 Census and other statistics relating to Powys population trends and labour market information indicates a low birth rate and a large outward migration of young people coupled with a large inward migration of older people. Powys is seen as an attractive place to retire and there are limited opportunities for higher education and employment opportunities for young people. Currently the Council employs very few young people under the age of 21 and opportunities for school leavers and graduates have been limited, mainly due to the economic climate and the constraints on budgets. The Council's workforce reflects the community which is steadily getting older. The Council has reacted to this trend by introducing employment and training opportunities for young people, through increasing the number of apprentices. In this way the Council aims to have sufficient skills to sustain services in the future.

### **5.2 Current Recruitment and Retention Issues**

Traditionally Powys County Council has difficulties attracting large numbers of candidates for 'hard to fill' posts in a number of areas across the Council. Examples are in the areas of Social Care, in particular, Social Workers and Children's Residential Care Workers. This difficulty also exists with Chief Officer roles and in other professionally qualified areas such as Planning, Engineering, Legal, Human Resources, Health and Safety and Finance. The Council also has an ageing population in comparison to other Local Authorities in Wales and this, combined with the rural nature of the county and large geographic area, means that the Council can experience difficulties with recruitment and retention. As such the Council has introduced an Apprenticeship initiative including career graded pay rates.

## **6. Pay Structure – National Joint Council / Single Status Staff**

### **6.1 Current Position**

The Council applies the National Joint Council (NJC) negotiated pay spine as the basis for its main grading structure. This determines the salaries of the larger majority of the workforce.

On 24<sup>th</sup> August 2020, agreement was reached between the National Employers and the NJC Trade Union Side on rates of pay applicable from 1 April 2020.

The NJC pay agreement, effective from 1 April 2021 has yet to be agreed with discussion between Trade Unions and the Employers side on-going. Once agreed, the Council are contractually obliged to implement.

## 6.2 Job Evaluation

The Council's systematic approach to determining the value and worth of posts that are currently subject to the NJC nationally agreed pay spine was implemented from the 1<sup>st</sup> April 2013. This revised pay and grading structure was subject to an equal pay audit. Payment protection paid to staff suffering a detriment was agreed for a 12-month period and ended on the on 31<sup>st</sup> March 2014. All qualifying posts continue to be job evaluated to ensure that the integrity of the single status is maintained, ensuring that staff are remunerated fairly whilst also protecting the Council from any future Equal Pay claims.

## 6.3 Terms and Conditions

In conjunction with the job evaluation process a review of associated terms and conditions has been undertaken which has consolidated the range of nationally and locally negotiated terms which have been agreed through previous collective bargaining. The objective is to apply a single status approach across the authority which is fair for all staff and which also complies with the equality impact assessment.

## 6.4 National Living Wage / National Minimum Wage

Through contractually adopting the NJC pay rates with a minimum of £9.25 per hour (currently based on 2020 pay rates), the Council continues to pay the lowest paid staff well above the Statutory National Living Wage and National Minimum Wage rates, which are as follows:

Year	National Living Wage (Age 23+)	21-22 Year Old Rate	18-20 Year Old Rate	16-17 Year Old Rate	Apprentice Rate
1 <sup>st</sup> April 2021	£8.91	£8.36	£6.56	£4.62	£4.30

## 6.5 Living Wage Foundation

Through the 2019/20 Pay Policy, Council agreed that any pay rates falling below the non-statutory Living Wage Foundation (LWF) rate should '*increase in-line with the Living Wage Foundation Rate in future years*'. This agreement continued in 2020/21.

Whilst there was no impact from 1<sup>st</sup> April 2019 as both rates were £9.00 per hour, the 2020 LWF rate increased to £9.30 per hour resulting in the Council uplifting the hourly rate of the lowest paid staff by 5p per hour. As the National Pay Bodies are yet to agree the pay rates from 1<sup>st</sup> April 2021, Council employees receiving less than increased 2021 LWF rate of £9.50 per hour will have their rates uplifted accordingly, effective from 1<sup>st</sup> April 2021. This impacts on scale point 1 and scale point to 2 of the Council pay Grades, which based on 2020 rates are currently £9.25 and £9.43 per hour respectively.

## **6.6 Acting Up/Honoraria**

On occasions when employees undertake additional responsibilities for a limited period of time, the Head of Service will have the discretion to award an honorarium or acting up payment. This will be applied in line with the Guidance attached at Appendix B.

## **6.7 Pay and Performance**

The Council introduced a new appraisal process in October 2018 and expects high levels of performance from all its' employees. Individual performance is managed and supported by line managers, with the relationship between line manager and staff member being key to ensuring we have engaged and motivated staff, who are enabled in their work and can utilise their ideas to improve services. This is vital to ensure all employees and services contribute to meeting the priorities set out in the Councils Vision 2025. There are no bonus related pay incentives in place.

## **6.8 Pensions**

All Council employees (with the exception of Teachers) are entitled to join the local government pension scheme (LGPS). If employees are eligible, they will automatically become a member of the scheme (to join they must have a contract for at least 3 months and be under the age of 75). Employees can decide to opt out of the scheme. The benefits and contributions payable as part of the scheme are set out in the LGPS regulations.

## **7. Accountability and Decision Making**

- 7.1** In accordance with statutory requirements and the Constitution of the Council policies relating to the recruitment, pay, terms and conditions, and severance arrangements of all employees of the Council is the responsibility of the Council.

## **8. Chief Officer Remuneration**

### **8.1 Definition of Chief Officer:**

For the purposes of this statement, 'chief officers' are as defined within S43 of the Localism Act. The posts falling within the statutory definition are set out below

- Chief Executive (Head of Paid Service)
- Corporate Director (Children & Adults) (Director of Social Services)
- Corporate Director (Resources and Transformation)
- Corporate Director (Economy and Environment)
- Head of Commissioning (Children & Adults)

- Head of Legal and Democratic Services (Monitoring Officer)
- Head of Transformation and Communications
- Head of Childrens Services
- Head of Finance (Section 151 Officer)
- Head of Highways, Transport and Recycling
- Head of Workforce and Organisational Development
- Head of Adult Services
- Head of Housing and Community Development
- Head of Property, Planning and Public Protection
- Head of Digital Services
- Interim Head of Education

The above posts are governed by JNC terms and conditions of employment.

The 2020-21 nationally agreed pay award applied a 2.75% uplift to salaries from 1<sup>st</sup> April 2020. The JNC pay agreement, effective from 1 April 2021, has yet to be agreed with discussion between Trade Unions and the Employers still on-going. Once agreed, the Council are contractually obliged to implement.

The Council also has a category of employees employed on Senior Manager (SM) grades. These grades fall between the top of the NJC pay spine and the bottom of the Head of Service range. These posts are governed by NJC terms and conditions of employment, with national pay awards applied accordingly.

The grades ranges for all the above posts are agreed locally and are attached at Appendix C.

The Council has a number of posts within the Schools Service and Youth Service that are employed under Soulbury or Youth & Community terms and conditions. The Soulbury grades are attached at Appendix D, with Youth & Community attached at Appendix E. The last pay award agreed for both bodies was 2.75% effective from 1<sup>st</sup> September 2020. The pay award effective from 1<sup>st</sup> September 2021 is yet to be agreed at national level.

## **8.2 Recruitment of Chief Officers**

The Council's policy and procedures with regard to the recruitment of Chief Officers is set out within Section 11 of the Constitution. When recruiting to all posts the Council will take full and proper account of its Equal Opportunities, Recruitment and Redeployment policies. The determination of the remuneration to be offered to any newly appointed Chief Officer will be in accordance with the pay structure and relevant policies in place at the time of recruitment.

## **8.3 Policy on the Payment of Chief Officers on ceasing to hold office or to be employed by the Council**

Should a Chief Officer be in a redundancy situation and no alternative employment can be found they will, like all other employees, be entitled to compensation in line with the Council's Redundancy Compensation Scheme.

The Councils approach to statutory and discretionary payments on termination of employment of chief officers (and all other employees), prior to reaching normal retirement age, is set out within its Early Retirement and Redundancy Policy, in accordance with Regulations 5 and 6 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006. This is in respect of a redundancy payment being based on actual weekly earnings (Regulation 5) and when an enhanced redundancy payment of up to 30 weeks would be granted (Regulation 6). Regulations 12 and 13 of the Local Government Pension Scheme (Benefits, Membership and Contribution) Regulations 2007 do not apply as the Authority does not increase the total membership of active members (Regulation 12) or award additional pension (Regulation 13).

Decisions relating to any other payments falling outside the provisions or the relevant periods of contractual notice will be taken by those officers and members authorised to do so by the Constitution.

## **9. Re-employment of Staff**

9.1 The Council has a Re-employment of Former Employees Policy which came in to effect from 1 September 2014, updated in November 2018.

9.2 The purpose of the policy is to set out the Council's approach to the re-employment of certain categories of ex-employees.

### **9.3 Redundancy / Efficiency Cases**

The Council will not engage such former employees on a contract of employment, or through an employment agency, nor engage them in a "contract for services", for a period of 12 months from the date of termination of their employment. After this period, restrictions on their re-employment are removed.

9.4 Engagement in a "contract for services" means appointing a genuinely self-employed individual such as a consultant where the relationship between the parties is not that of employer and employee.

### **Exceptions – Redundancy and Efficiency**

9.5 Where there is a compelling case for re-employment or re-engagement inside the 12-month period, driven by the needs of the Council (for example, because of the skills and experience of a particular individual) or the circumstances of the former employee, approval must be sought from the Head of Workforce and Organisational Development.

9.6 The recruiting manager must submit a case in writing stating why an exception to the general policy should be made. No offer of employment, or contract for services, may be offered, nor arrangement with an employment agency be made until the Head of Workforce and Organisational Development has given express written permission to do so.

- 9.7 The following factors may make it likely that a request for re-employment or a contract for services will be agreed, although not guaranteed:
- The new employment is for a short period (temporary), or casual, or for very few hours a week, and/or is on a lower job grade than the original job;
  - The new employment is in a markedly different capacity (job role or service area) to the original job;
  - The employee has scarce skills which the Service has demonstrated (through a detailed business case) it cannot secure easily elsewhere.
- 9.8 There is no right of appeal against the decision of the Head of Workforce and Organisational Development.

9.9 **Misconduct/ Lack of Capability Cases:**

The Council will not re-employ such ex-employees, nor engage their services through an employment agency nor under a contract for services, and there is no qualifying period, subject to the following exceptions outlined below.

**Exceptions – Misconduct or Lack of Capability Cases**

- 9.10 The Council recognises that there may be a case for re-employment in some circumstances, although it is highly unlikely.
- 9.11 The Council will not normally re-employ an employee who was dismissed on the grounds of gross misconduct. However, there may be very exceptional circumstances (such as a significant period of time since the dismissal) when re-employment may be considered. The final decision rests with the Head of Workforce and Organisational Development who will take account of the reasons for dismissal and the potential and/or likelihood for future misconduct.
- 9.12 The Council may re-employ an ex-employee who was dismissed on the grounds of lack of capability, or on grounds of misconduct short of gross misconduct. Re-employment will be subject to an assessment by the respective Head of Service and the Head of Workforce and Organisational Development of the applicant's suitability for the new role in the light of the previous case.

## **10. Remuneration at the Lowest Grades**

- 10.1 The lowest paid employees employed under a contract of employment with the Council, are remunerated on full time equivalent salaries in accordance with the minimum NJC spinal column point currently in use within the Council's grading structure. From 1<sup>st</sup> April 2021 this is spinal column point 1, currently £17,843 FTE per annum (£9.25 per hour) until the 2021 pay award is agreed. This hourly rate will however increase in-line with the Living Wage Foundation Rate (see paragraph 6.5), resulting in the lowest paid employees being paid at least £9.50 per hour (£18,329 FTE per annum).

- 10.2 The Council does run an apprenticeship scheme where individuals are engaged under a fixed term contract for a period of up to three years. During this time their rates of pay comply with the nationally applied rates for an apprentice and therefore they do not fall into the category of lowest grade or lowest paid in the council.
- 10.3 The relationship between the rate of pay for the lowest paid and chief officers is determined by the processes used for determining pay and grading structures as set out earlier in this policy statement

## **11. Pay Relativities within the Authority**

- 11.1 The statutory guidance under the Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton 'Review of Fair Pay in the Public Sector' (2010). The Hutton Report was asked by Government to explore 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 person in the Organisation. 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 salary and the median average salary of the whole of the Authority's workforce.
- 11.2 The multiples of pay for Powys County Council are as follows:
1. The multiple between the lowest paid full time equivalent employee (£17,943) and the chief executive (£141,769) is 1:7.90
  2. The multiple between the lowest paid employee (£17,943) and mean average chief officer including the Chief Executive (£90,611) is 1:5.05 (*mean average Chief Officer includes Chief Executive*)
  3. The multiple between the lowest paid employee (£17,943) and mean average chief officer excluding the Chief Executive (£86,957) is 1:4.85 (*mean average Chief Officer excludes Chief Executive*)
  4. The multiple between the median (average) full time equivalent earnings (£23,080) (excluding schools) and the chief executive (£141,769) is 1:6.14
  5. The multiple between the median (average) full time equivalent earnings (£23,080) (excluding schools) and mean average chief officer including the Chief Executive (£90,611) is 1:3.93
  6. The multiple between the median (average) full time equivalent earnings (£23,080) (excluding schools) and mean average chief officer excluding the Chief Executive (£86,957) is 1:3.77

*(information based on Payroll data February 2021)*

## **12. Publication**

- 12.1 Upon approval by the full Council, this statement will be published on the Council's website before 31 March 2021.
- 12.2 The Council's Annual Statement of Accounts will also include additional information as required by the Accounts and Audit (Wales) Regulations 2005 (as amended) and in respect of posts where remuneration is £60,000 or more per annum.

## **13. Partnership with Trade Unions**

- 13.1 The Council will endeavour to maintain the constructive partnership approach that it has developed with the recognised Trade Unions and will continue to work closely with them on pay related matters. Collective bargaining will be followed as appropriate for any proposed changes to pay and /or allowances.

## **14. Reviewing the Policy**

- 14.1 This Policy outlines the current position in respect of pay and reward within the Council and it will be reviewed over the next year to ensure that it meets the principles of fairness, equality, accountability and value for money for the citizens of Powys. The Policy will be reviewed annually and reported to Council.

## APPENDIX A

Pay Scales for NJC Employees – applicable from 1 April 2021\*

(\*2020 rates shown, 2021 National Pay Award not yet confirmed)

The Council adopts the Living Wage Foundation (LWF) rate of £9.50 per hour

NEW Scale Point (SCP)	Grade	FTE Salary	Hourly Rate
1	Grade 1	17,842 (LWF) 18,329	9.2477 9.5004
1	Grade 2	17,842 (LWF) 18,329	9.2477 9.5004
2		18,198 (LWF) 18,329	9.1801 9.5004
3	Grade 3	18,562	9.6211
4		18,933	9.8133
5	Grade 4	19,312	10.0099
6		19,698	10.2101
7	Grade 5	20,092	10.4141
8		20,493	10.6223
9		20,903	10.8348
11	Grade 6	21,748	11.2726
12		22,183	11.4979
13		22,627	11.7280
14		23,080	11.9628
15	Grade 7	23,541	12.2020
16		24,012	12.4459
17		24,491	12.6946
18		24,982	12.9486
19		25,481	13.2075
19	Grade 8	25,481	13.2075
20		25,991	13.4716
21		26,511	13.7411
22		27,041	14.0159
23	Grade 9	27,741	14.3791
24		28,672	14.8617
25		29,577	15.3303
27	Grade 10	31,346	16.2474
28		32,234	16.7076
29		32,910	17.0580
30	Grade 11	33,782	17.5102
31		34,728	18.0007
32		35,745	18.5274
33	Grade 12	36,922	19.1377
34		37,890	19.6394
35		38,890	20.1576
37	Grade 13	40,876	21.1871
38		41,881	21.7080
39		42,821	22.1953
41	Grade 14	44,863	23.2535
42		45,859	23.7701
43		46,845	24.2809

## **APPENDIX B**

### **Acting Up / Honoraria and Relief Arrangements**

#### **Cover for Managers /Supervisors**

Acting up allowances will be paid in the event of a temporary and unforeseen absence of a manager or supervisor where an employee is required to cover the duties of the post for more than one calendar month. Cover provided for absences less than this will not be paid.

Where an absence is likely to be lengthy, e.g Maternity Leave, managers must consider making an appointment to the temporary vacancy through advertisement to a wider field of potential applicants.

Once cover extends beyond one month then employees will be paid the difference between their own rate and the job evaluated rate for the job being covered, backdated to the beginning of the period of cover. A minimum of one spinal column point higher will be paid. A percentage of the difference in rate may be made to reflect a lesser range of responsibilities being covered. Percentage acting up allowances may be paid to more than one member of a team if responsibilities are being shared. Where full duties are shared the acting allowances should be equal to the full difference in salary.

#### **Honoraria**

On occasion when employees undertake additional responsibilities for a limited period of time the Head of Service will have the discretion to award an honorarium. This will not be a full job evaluated rate given the time limits on the responsibilities however the job evaluation scheme can be used to help establish a reasonable honoraria rate. If the additional duties are outside the usual knowledge and skill requirements it maybe necessary to use market information (in accordance with the market supplement policy) to establish a payment level. Honoraria should cease after 12 months. If the additional duties continue then an evaluated rate must be established, if necessary with a market premium, in accordance with the market Supplement Policy.

#### **Relief / Casual Arrangements**

Where there is a business requirement for a relief duty officer e.g as part of a duty roster a single fixed job evaluated rate for the relief role should be established and paid as a change of rate for the period during which the employee covers the duty requirements.

Casual workers are entitled to the evaluated rate for the job unless they are not required to cover the full duties of the job. If this is the case then a casual worker job evaluated rate must be established. The casual worker is entitled to any allowances arising from non-standard working in the same circumstances as an established employee.

## APPENDIX C

### Chief Officer & Senior Manager Pay Scales National Pay Rates applicable from 1 April 2021\*

(\*2020 rates shown, 2021 National Pay Award not yet confirmed)

<b>Senior Manager 2</b>	<b>SM2</b>	<b>003</b>	<b>£52,369</b>
		<b>004</b>	<b>£54,358</b>
		<b>005</b>	<b>£54,957</b>
		<b>006</b>	<b>£56,351</b>
<b>Senior Manager 1</b>	<b>SM1</b>	<b>009</b>	<b>£59,737</b>
		<b>010</b>	<b>£61,328</b>
		<b>011</b>	<b>£62,923</b>
		<b>012</b>	<b>£64,517</b>
<b>Heads of Service 3</b>	<b>HS3</b>	<b>013</b>	<b>£64,468</b>
		<b>014</b>	<b>£66,048</b>
		<b>015</b>	<b>£67,613</b>
		<b>016</b>	<b>£69,189</b>
<b>Heads of Service 2</b>	<b>HS2</b>	<b>017</b>	<b>£70,066</b>
		<b>018</b>	<b>£72,404</b>
		<b>019</b>	<b>£74,736</b>
		<b>020</b>	<b>£77,074</b>
<b>Heads of Service 1</b>	<b>HS1</b>	<b>021</b>	<b>£79,407</b>
		<b>022</b>	<b>£81,744</b>
		<b>023</b>	<b>£84,080</b>
		<b>024</b>	<b>£86,415</b>
<b>Director 2</b>	<b>D2</b>	<b>025</b>	<b>£87,851</b>
		<b>026</b>	<b>£90,265</b>
		<b>027</b>	<b>£92,677</b>
		<b>028</b>	<b>£95,092</b>
<b>Director 1</b>	<b>D1</b>	<b>029</b>	<b>£99,654</b>
		<b>030</b>	<b>£102,067</b>
		<b>031</b>	<b>£104,480</b>
		<b>032</b>	<b>£106,893</b>
<b>Strategic Director</b>	<b>SD1</b>	<b>033</b>	<b>£107,242</b>
		<b>034</b>	<b>£109,658</b>
		<b>035</b>	<b>£109,873</b>
		<b>036</b>	<b>£112,238</b>
<b>Chief Executive</b>	<b>CE1</b>	<b>037</b>	<b>£135,666</b>
		<b>038</b>	<b>£138,718</b>
		<b>039</b>	<b>£141,769</b>
		<b>040</b>	<b>£144,822</b>

The Chief Executive is also the Returning Officer and payment for these duties for each electoral division or community ward is made as follows:

Contested Election	£110
Uncontested Election	£ 55

Returning Officer fees for national elections and referenda are paid by central government.

## APPENDIX D

### Soulbury Pay Agreement National Pay Rates applicable from 1 September 2020 Educational Improvement Professionals (EIPs)

Spinal point	Rates effective from 1-Sep-20
001	36,419
002	37,723
003	38,955
004	40,203
005	41,443
006	42,684
007	43,988
008	45,243
009	46,705
010	48,009
011	49,295
012	50,541
013	51,951
014	53,209
015	54,598
016	55,854
017	57,114
018	58,350
019	59,625
020	60,283
021	61,549
022	62,653
023	63,867
024	64,956
025	66,121
026	67,257
027	68,419
028	69,597
029	70,777
030	71,956
031	73,124
032	74,311
033	75,498
034	76,714
035	77,927
036	79,174
037	80,402
038	81,642
039	82,866
040	84,089
041	85,318
042	86,546
043	87,773
044	89,006
045	90,236
046	91,468
047	92,705
048	93,930
049	95,160
050	96,392

# Educational Psychologists

## SCALE A

SCP	01-Sep-20
1	38,197
2	40,136
3	42,075
4	44,012
5	45,951
6	47,889
7	49,714
8	51,538
9	53,247
10	54,959
11	56,554

## SCALE B

SCP	01-Sep-20
1	47,889
2	49,714
3	51,538
4	53,247
5	54,959
6	56,554
7	57,209
8	58,433
9	59,646
10	60,880
11	62,090
12	63,323
13	64,577
14	65,790
15	67,061
16	68,318
17	69,585
18	70,850

## Young People's / Community Service Managers Spine

SCP	01-Sep-20
1	37,772
2	39,008
3	40,243
4	41,505
5	42,786
6	44,036
7	45,314
8	46,767
9	47,568
10	48,806
11	50,036
12	51,269
13	52,493
14	53,729
15	54,966
16	56,207
17	57,455
18	58,695
19	59,927
20	61,186
21	62,469
22	63,782
23	65,120
24	66,486

## APPENDIX E

### JNC for Youth & Community Workers National Pay Rates applicable from 1 September 2020

#### Support Worker Range

SCP	01/09/2020
1 - 4	obsolete
5	19,308
6	19,631
7	19,992
8	20,589
9	21,439
10	22,104
11	23,178
12	24,228
13	25,313
14	26,437
15	27,202
16	28,001
17	28,787

#### Professional Range

SCP	01/09/2020
13	25,313
14	26,437
15	27,202
16	28,001
17	28,787
18	29,579
19	30,364
20	31,152
21	32,036
22	33,039
23	34,015
24	34,997
25	35,985
26	36,973
27	37,961
28	38,961
29	39,953
30	40,947
31	41,617
32	42,718