



Freedom of Information Act Request

Ref: FOI 21-22 36

Date issued: 21 March 2022

Subject: Unions and HR policies

Question(s):

- 1) Name of unions which are signatories to your main collective agreement covering pay and conditions;
- 2) The number of employees covered by the agreement;
- 3) A list of pay grades and current pay rates.
- 4) A copy of your latest pay settlement. Please provide the following information on how any pay increase has been applied:
 - a) Have there been any changes to the pay scales? If so, what were the changes?
 - b) Were progression payments made?
 - c) Were performance-related bonuses paid? If so, what were the arrangements for performance-related bonuses?
 - d) Were any other non-consolidated payments made? If so, what were the arrangements for these payments?
- 5) What is the entitlement to occupational maternity pay for employees? Please specify:
 - a) any service requirement
 - b) period for which occupational maternity pay is paid
 - c) level of payment
- 6) What is the entitlement to occupational adoption pay for employees? Please specify:
 - a) any service requirement
 - b) period for which occupational adoption pay is paid
 - c) level of payment
- 7) What is the entitlement to occupational shared parental pay for employees? Please specify:
 - a) any service requirement
 - b) period for which occupational shared parental pay is paid
 - c) level of payment

8) What is the entitlement to occupational paternity pay for employees? Please specify:

- a) any service requirement
- b) period for which occupational paternity pay is paid
- c) level of payment

Response:

- 1) Public and Commercial Services Union (PCS).
- 2) All up to grade 6. The total number of staff grade 1-5 is 112.
- 3) Please find below a table of pay and current rates.

Pay Band:	2020		2019	
	Min	Max	Min	Max
Band 1 (AO)	£20,910	£22,450	£20,400	£22,450
Band 2 (EO)	£23,000	£27,400	£22,644	£25,500
Band 3 (HEO)	£28,582	£35,000	£27,642	£32,844
Band 4 (SEO)	£37,480	£44,600	£34,374	£38,250
Band 4a (SEO)	Band 4a removed October 2020		£39,137	£43,656
Band 5 (G7)	£47,634	£56,100	£47,634	£56,100
Band 6 (G6)	£60,782	£69,972	£60,782	£69,972

4a) Please see table above for changes.

4b) No.

4c) A nonconsolidated pot was shared equally by all performing employees below Band 6, with separate arrangements for SCS grades.

4d) The only non-consolidated payments consistently made are:

- Variation of Duty allowance – paid to eligible operational employees with regard to working of unsociable hours.
- London Weighting Location Allowance – paid to eligible employees with regard to living and working within London boundaries.

5) 26 weeks full pay to employees with 52 weeks continuous service by 15th week of expected week of childbirth and intends on returning to work after the birth.

6) 3 weeks full pay to employees with 52 weeks continuous service by 15th week before the baby is due, or the end of the week in which the child's adopter is notified of being matched with the child.

- 7) Up to 37 weeks Statutory Shared Parental Pay to employees who have worked for at least 26 weeks and earned an average of at least £30 (as of 2015) a week in any 13 weeks and their partner has worked for the same employer for at least 26 weeks at the end of the 15th week before the child's expected due date/matching date and is still working for the employer at the start of each leave period.
- 8) 3 weeks full pay to employees with 52 weeks continuous service by 15th week before the baby is due.