

NJC Pay Structure for April 2024

Job Eval Score	Grade		SCP	Salary 2024	Hourly Rate
Up to 217	Grade 1		2	£23,656	£12.26
218 - 249		Grade 2	3	£24,027	£12.45
250 - 289	Grade 3		4	£24,404	£12.65
290 - 321		Grade 4	5	£24,790	£12.85
			6	£25,183	£13.05
			7	£25,584	£13.26
			8	£25,992	£13.47
322 - 360	Grade 5		10	£26,835	£13.91
			11	£27,269	£14.13
			12	£27,711	£14.36
			13	£28,163	£14.60
			14	£28,624	£14.84
			15	£29,093	£15.08
361 - 395		Grade 6	17	£30,060	£15.58
			18	£30,559	£15.84
			19	£31,067	£16.10
			20	£31,586	£16.37
			21	£32,115	£16.65
396 - 441	Grade 7		22	£32,654	£16.93
442 - 473		Grade 8	23	£33,366	£17.29
			24	£34,314	£17.79
			25	£35,235	£18.26
474 - 514	Grade 9		26	£36,124	£18.72
			27	£37,035	£19.20
			28	£37,938	£19.66
			29	£38,626	£20.02
515 - 550		Grade 10	30	£39,513	£20.48
			31	£40,476	£20.98
			32	£41,511	£21.52
			33	£42,708	£22.14
			34	£43,693	£22.65
551 - 573	Grade 11		35	£44,711	£23.17
			36	£45,718	£23.70
			37	£46,731	£24.22
			38	£47,754	£24.75
574 - 614		Grade 12	39	£48,710	£25.25
			40	£49,764	£25.79
			41	£50,788	£26.32
			42	£51,802	£26.85
615 - 694	Grade 13		43	£52,805	£27.37
			44	£54,250	£28.12
			45	£55,784	£28.91
			46	£57,313	£29.71
695 & over		Grade 14	47	£58,643	£30.40
			48	£60,051	£31.13
			49	£61,475	£31.86
			50	£62,878	£32.59
			51	£64,293	£33.32

Chief Officer Pay Scale 2024

SLT4 (Chief Executive)	£148,822
	£146,620
	£144,452
SLT3 (Directors)	
	£121,210
	£119,423
SLT2 (Head of Service)	£117,662
	£99,760
SLT1 (Head of Service)	£98,293
	£96,848
SLT1 (Head of Service)	£82,170
	£80,968
	£79,785

Soulbury Staff Pay Tables 1st September, 2024

Trainee Educational Psychologists	
Spine Point	Salary from 01.09.2024
2	£30,619
3	£32,564
4	£34,515
5	£36,461
6	£38,410

Educational Psychologists - SCALE A	
Spine Point	Salary from 01.09.2024
1	£43,483
2	£45,586
3	£47,688
4	£49,789
5	£51,893
6	£53,995
7	£55,974
8	£57,954
9	£59,807
10	£61,664
11	£63,394
12*	£64,104
13*	£66,432
14*	£66,748

*Extension to scale to accommodate structured professional assessments

Assistant Educational Psychologists	
Spine Point	Salary from 01.09.2024
2	£36,109
3	£37,444
4	£38,774
5	£40,325

Senior & Principal Educational Psychologists - SCALE B	
Spine Point	Salary from 01.09.2024
1	£53,995
2	£55,974
3	£57,954
4	£59,807
5	£61,664
6*	£63,394
7	£64,104
8	£65,432
9	£66,748
10	£68,086
11	£69,399
12	£70,735
13	£72,095
14	£73,412
15	£74,790
16	£76,154
17**	£77,528
18**	£78,900
19**	£82,056
20**	£85,338
21**	£88,752

* 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.

Soulbury Educational Improvement Professionals (EIPs)					
Spine Point	Salary from 01.09.2024	Spine Point	Salary from 01.09.2024	Spine Point	Salary from 01.09.2024
1	£41,554	18	£65,342	35	£86,577
2	£42,968	19	£66,724	36	£87,929
3	£44,305	20***	£67,439	37	£89,260
4	£45,659	21	£68,811	38	£90,606
5	£47,003	22	£70,009	39	£91,933
6	£48,349	23	£71,326	40	£93,260
7	£49,764	24	£72,507	41	£94,592
8*	£51,125	25	£73,770	42	£95,925
9	£52,711	26	£75,002	43	£97,255
10	£54,125	27	£76,263	44	£98,594
11	£55,520	28	£77,541	45	£99,927
12	£56,871	29	£78,821	46	£101,264
13**	£58,400	30	£80,100	47	£102,605
14	£59,766	31	£81,367	48****	£103,934
15	£61,271	32	£82,653	49****	£105,268
16	£62,634	33	£83,941	50****	£106,604
17	£64,001	34	£85,260		

Salary scales to consist of not more than four consecutive points based on the duties and responsibilities attached 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 leading IEP undertaking full range of duties at this level

****extension to range to accommodate structured professional assessments.

Young People's & Community Service Managers			
Spine Point	Salary from 01.09.2024	Spine Point	Salary from 01.09.2024
1	£43,021	13	£58,989
2	£44,363	14	£60,329
3	£45,702	15	£61,671
4*	£47,070	16	£63,018
5	£48,460	17	£64,370
6	£49,816	18	£65,716
7**	£51,202	19	£67,052
8	£52,777	20***	£68,418
9	£53,646	21***	£69,809
10	£54,989	22***	£71,233
11	£56,324	23***	£72,685
12	£57,661	24***	£74,167

The minimum Youth and Community Service Officers' scale is 4 points, other salary scales to consist of not more than four consecutive points based on duties and responsibilities attached to posts and the need to recruit and motivate staff.

*normal minimum point for senior youth and community service officers undertaking the full range of duties at this level.

**normal minimum point for principle youth and community service officer undertaking the full range of duties at this level.

***extension to range to accommodate discretionary scale points and structured professional assessments.

JNC Youth Workers Pay Tables 1st September 2024

Job Role		Scale Point	Salary
Youth Support Worker in Training SCP 5		5	£24,786
	Youth Support Worker SCp 6-8	6	£25,115
		7	£25,411
		8	£26,089
Senior Support Youth Worker in Training SCP 8 – 10		9	£26,954
	Senior Support Youth Worker SCP 10-12	10	£27,631
		11	£28,724
		12	£29,791
Youth Worker in Training 11-14	Youth Worker SCP 13 – 16	13	£30,896
		14	£32,040
		15	£32,818
Youth Work Coordinator in Training SCP 15 - 18		16	£33,631
	Youth Work Coordinator SCP 17 - 20	17	£34,431
		18	£35,236
		19	£36,035
		20	£36,837
Community Youth Worker in Training SCP 20 - 23		21	£37,737
	Community Youth Worker SCP 22 -25	22	£38,757
		23	£39,751
		24	£40,749
		25	£41,755
Principal Youth Worker in Training SCP 25-28		26	£42,760
	Principal Youth Worker SCP 27 - 30	27	£43,765
		28	£44,783
		29	£45,792
		30	£46,803

Role	JNC Grade
Youth Support Worker in Training	5
Youth Support Worker	6-8
Senior Support Youth Worker in Training	8-10
Senior Support Youth Worker	10-12
Youth Worker in Training	11-14
Youth Worker	13 - 16
Youth Work Coordinator in Training	15-18
Youth Work Coordinator	17-20
Community Youth Worker Training	20-23
Community Youth Worker	22-25

SENIOR LEADERSHIP TEAM REMUNERATION PANEL

TERMS OF REFERENCE

1. Scope

To determine the remuneration for the Council's Senior Leadership Team which consists of the Chief Executive, Directors and Heads of Service.

The Localism Act 2011 (Para. 42.3) defines remuneration in relation to a Chief Officer and a relevant authority as:-

- (a) the chief officer's salary or, in the case of a chief officer engaged by the authority under a contract for services, payments made by the authority to the chief officer for those services,
- (b) any bonuses payable by the authority to the chief officer,
- (c) any charges, fees or allowances payable by the authority to the chief officer,
- (d) any benefits in kind to which the chief officer is entitled as a result of the chief officer's office or employment,
- (e) any increase in or enhancement of the chief officer's pension entitlement where the increase or enhancement is as a result of a resolution of the authority, and
- (f) any amounts payable by the authority to the chief officer on the chief officer ceasing to hold office under or be employed by the authority, other than amounts that may be payable by virtue of any enactment.

'Chief Officer' in relation to a relevant authority in the Localism Act 2011 (Para 43.2), means each of the following:-

- (a) the head of its paid service designated under section 4(1) of the Local Government and Housing Act 1989;
- (b) its monitoring officer designated under section 5(1) of that Act;
- (c) a statutory chief officer mentioned in section 2(6) of that Act;
- (d) a non-statutory chief officer mentioned in section 2(7) of that Act;
- (e) a deputy chief officer mentioned in section 2(8) of that Act.

2. Terms of Reference

The scope of the committee is to:-

- Make recommendations on any changes to senior pay and reward issues to Council, where appropriate.
- Make recommendations on the management of and structure of senior pay and reward, and grounds for pay progression.
- To comply with the requirements set out in the Local Government (Wales) Act 2015, and any subsequent legislation, which relate to senior pay decisions. The panel and the Council must have regard to any Independent Remuneration Panel's recommendations when reaching decisions on relevant pay. Appendix 1 provides the process to refer any pay recommendations regarding the Head of Paid Services to the Independent Remuneration Panel (IRP).

The terms of reference will be developed over time and reviewed on an annual basis to ensure effective working and to clarify the scope, role, composition and process within which the Panel will operate. The terms of reference will be subject to approval by Council.

3. General Principles

- No permanent change to pay and reward of the Senior Leadership Team can be actioned until it is ratified by Full Council
- The basic pay of the Senior Leadership Team will be determined using the Hay Evaluation Scheme and advice sought from external experts
- The Panel will provide a structured governance body through which recommendations affecting Chief Officers pay can be taken in the best interests of Denbighshire County Council and its stakeholders. It enables remuneration issues to be reviewed and considered with an impartial and balanced mind-set.

4. Role

The Remuneration Panel will make recommendations to Council on the permanent pay and reward of Senior Managers. It will:-

- a) Contribute to the Council's positive reputation with regard to having appropriate and effective corporate governance arrangements for senior pay by operating an independent, transparent and informed approach to managing senior pay through the Remuneration Panel.
- b) Develop broad policy decision for senior pay, having regard to the Council's Pay and Reward Policy
- c) Propose levels of remuneration considered to be sufficient to attract, retain and motivate senior managers of the quality required to run the organisation successfully.
- d) Consider the affordability of its proposals
- e) Be sensitive to the context of senior pay, including pay and employment conditions elsewhere in the organisation
- f) Ensure the relationship between reward and senior management tiers and for employees below this level remain reasonable
- g) Ensure individuals are fairly and responsibly rewarded for their individual contribution
- h) Understand what other relevant organisations are paying for similar roles as well as their general approach to reward, and consider whether Denbighshire County Council should position itself in relation to 'the market' – for example, whether the Council's approach may be to pay at around the lower quartile, median or upper quartile of the market etc.
- i) Ensure that proper and professional advice is obtained to assist in its deliberations

The panel's recommendations will be based on job evaluation results, data, advice, evidence and views collected from a number of possible sources – for example:

- External pay data, advice and facilitation (e.g. from external consultants or other sources)
- The Council's Chief Executive, key documents and reports
- Performance data where relevant

5. Membership & Support

The panel will comprise of 6 Members to give a balanced political background. One member of the panel will act as Chair.

The membership should include the Lead Member for Finance, who acts as Chair.

- Include Split Decision and Quorate

The Head of Corporate Support Service - People will provide a 'secretariat' function to the Panel. They will be responsible for arranging meetings, coordinating and preparing documentation and arranging support, training, advice and information for the Panel.

The Panel may commission external independent expertise to train and support them in fulfilling their role and/or to provide external data or advice (including relevant market and regional data). The Head of Corporate Support Service - People will provide details of external of the appropriate experts considered suitable for the purposes in terms of experience, cost and best value for the Panel.

6. Terms of Reference

The Panel will meet at least annually to maintain an overview of the ongoing suitability of the Council's approach to senior pay. A full review of senior managers pay will be conducted where substantial changes to pay are deemed necessary and present a report with recommendations to Council. The panel would not normally expect to present all of the background data and advice it had received.

The Panel may meet more frequently from time-to-time to discuss changes in relation to the approach or arrangements relating to senior pay such as linking pay progression to performance or contribution, or determining the pay level prior to undertaking a recruitment exercise. The recommendations on these issues will also be presented to Council.

7. Confidentiality

Members will be expected to maintain confidentiality whilst discussions are taking place and until the decisions have been published.

8. Conflicts of Interest

Should any committee member feel there is a conflict of interest with regards to any agenda item or discussion in the committee:-

- They should declare an interest in the matter
- They should leave the meeting during any discussion on the matter
- They should not have sole responsibility for making recommendations on relation to the matter, whether present or not.

Appendix One

Process to refer pay decisions to Independent Remuneration Panel (IRP)

The Welsh Government has produced Guidance on the Independent Remuneration Panel for Wales under Section 143A of the Local Government (Wales) Measure 2011 and Section 39 of the Local Government (Wales) Act 2015.

1. Requirements of the Council's Pay and Reward panel

1.1 To refer decisions on pay relating to 'Head of Paid Service' – Chief Executive.

1.2 If the Council's Pay and Reward Panel wish to make a recommendation to change the pay of a 'Head of Paid Service' it will consult with the IRP, unless the change being considered is commensurate with a general pay increase or reduction for the Authority's other staff.

1.3 To provide the IRP with any information it may reasonably require in reaching a conclusion. The IRP may require the following

- Papers/reports prepared by the Authority in relation to the decisions
- Details of the total package available, or under consideration. This could include pension arrangements, severance package, returning officer fees, and performance bonuses. (Full details are set out in the guidance)
- The interdependency of individual salaries within pay structures
- Information concerning other remuneration on offer to other Local Authority Chief Executives
- Details of agreements made at the National Joint Council level.

1.4 To have due regard to any recommendation the IRP makes in relation to what is in their Pay Policy Statement and Chief Executive pay.

1.5 The Council/Pay and Reward Panel must have regard to any recommendation when reaching its decision.

2. Role of the Independent Remuneration Panel (IRP)

2.1 To take a view and make a recommendation on the proposal regarding the Paid Head of Service, the Authority must have regard to the recommendation, they are not obliged to follow it.

2.2 In the event that the Authority does not amend a proposal following the IRP's recommendation, the Authority must notify the Welsh Ministers and the Panel of its response.

If the Welsh Ministers consider that an Authority's response is inconsistent with the Panel's recommendation, the Authority might be subject to a direction from the Welsh Ministers to re-consider the salary.

ELECTION OF COUNTY COUNCILLORS AND TOWN/COMMUNITY COUNCILLORS

Election of County Councillors and Town/Community Councillors		Electorate	
TOWN/COMMUNITY –			
<u>EXPENSES AS APPROVED BY Denbighshire County Council</u>			
Fees for the general conduct of the election and performance of all duties which a Returning Officer is required to perform under any order or other enactment relating to the election of councillors			
<u>1. RETURNING OFFICER</u>		Contested	Uncontested
For the general conduct of the election and performance of all duties which a Returning Officer is required to perform under any order or other enactment relating to the election of Councillors.		170.00	55.00
For each Electoral Division, Community/Town Council, Community/Town Council Ward			
<u>2. DEPUTY RETURNING OFFICER</u>			
Deputising for the Returning Officer, attending to receive nomination papers, examining them and adjudicating on their validity; dealing with candidates; notifying candidates of decisions on nominations, publishing statements of persons nominated and attending to receive withdrawals.		115.00	45.00
For each Electoral Division, Community/Town Council, Community/Town Council Ward			
<u>3. CLERICAL ASSISTANCE</u>			
For each Electoral Division, Community/Town Council, Community/Town Council Ward			35.00
Up to 1,000 electors		85.00	
Up to 2,000 electors		115.00	
Up to 3,000 electors		170.00	
Up to 4,000 electors		225.00	
Over 4,000 electors		280.00	
<u>4. POLLING STATION STAFF</u>		Single Election	Additional Fee for joint election
Presiding Officer		210.00	40.00
Poll Clerk		145.00	25.00
<u>5. CONDUCTING THE COUNT</u>		D.R.O. only	Each Counting Assistant
For each Electoral Division, Community/Town Council, Community/Town Council Ward Count			
Up to 500 electors		45.00	25.00
Up to 1,000 electors		70.00	25.00
Up to 2,000 electors		90.00	30.00
Up to 3,000 electors		115.00	35.00
Up to 4,000 electors		135.00	40.00
Over 4,000 electors		160.00	45.00
Recount costs		NIL	50% of the above fees
<u>6. POSTAL VOTING AND POLL CARDS</u>			
Issue and Receipt of Postal Votes - £62.40 per 100 or part thereof – single issue £62.40 per 75 or part thereof – joint issue Issue of Poll Cards – Purchase and postage costs only			
<u>7. TRAVELLING</u>			
Public transport if available, otherwise inland revenue tax free rate			
<u>8. GENERAL</u>			
Printing, Stationery, Equipment, Postage, Hire of Premises as polling station and similar expenses associated with the conduct of the election			Actual and necessary expenditure
TOTAL PAYABLE			

The staffing rates for local government elections was agreed at the meeting of Denbighshire County Council on 18th November 2003, it was also agreed that the rates would be periodically reviewed with the five other North Wales Authorities to achieve uniformity. The above rates were reviewed by all six North Wales Councils on 11 July 2016.