



People, Performance and Development Committee
25 July 2017

Pay Exceptions Analysis 2016/17 Quarter 4 and End of Year report

Purpose of the report:

The People, Performance and Development Committee acts as the Council's Remuneration Committee under delegated powers, in accordance with the Constitution of the County Council. This report provides the fourth quarter and end of year 2016/17 pay exceptions analysis for consideration by the Committee.

Recommendations:

It is recommended that the People, Performance Development Committee note the analysis of pay exceptions for the period April 2016 to March 2017.

Introduction:

It was agreed that the People, Performance and Development Committee (PPDC) would receive a report providing analysis of exceptions to Surrey County Council's (SCC) established Pay Policy.

This report covers the following areas:

- all pay exceptions for staff on grades above and below PS13 for each directorate;
- 2016/17 data for quarter four and comparison of end of year;
- starting salaries where a member of staff commences employment above the minimum of the pay band;
- permanent pay progression where an employee receives a permanent increase in pay within their salary band or to another salary band through a promotion.
- temporary pay progression including honoraria payments, extensions to honoraria payments and recognition awards above the amounts stated in the Reward Policy.

Pay Exceptions Analysis for Starting Salary

1. This section includes details of pay exceptions above the pay band minimum.

Table 1.1 – Quarterly Summary trend Starting Salary by Directorate – PS12 and below

Directorate	PS12 and below							
	2016/17 - Q1		2016/17 - Q2		2016/17 - Q3		2016/17 - Q4	
	No. Starting Salary Pay Exceptions	Average Pay Exception	No. Starting Salary Pay Exceptions	Average Pay Exception	No. Starting Salary Pay Exceptions	Average Pay Exception	No. Starting Salary Pay Exceptions	Average Pay Exception
ASC	0	£ 0	3	£ 2,012	2	£ 2,094	4	£ 2,379
BUS	3	£ 1,954	0	£ 0	3	£ 3,428	1	£ 1,687
C&C	0	£ 0	1	£ 2,687	0	£ 0	1	£ 0
CEX	0	£ 0	0	£ 0	0	£ 0	0	£ 0
CSF	29	£ 3,380	21	£ 2,968	24	£ 2,732	23	£ 3,312
E&I	0	£ 0	0	£ 0	0	£ 0	1	£ 2,707
LDC	1	£ 4,031	4	£ 3,592	2	£ 1,845	0	£ 0
Total	33	£ 3,270	29	£ 2,945	31	£ 2,701	30	£ 3,106

Table 1.2 – Yearly Summary trend Starting Salary by Directorate – PS12 and below

Directorate	PS12 and below							
	2013/14		2014/15		2015/16		2016/17	
	No. Starting Salary Pay Exceptions	Average Pay Exception	No. Starting Salary Pay Exceptions	Average Pay Exception	No. Starting Salary Pay Exceptions	Average Pay Exception	No. Starting Salary Pay Exceptions	Average Pay Exception
ASC	23	£ 2,303	22	£ 2,899	6	£ 3,856	9	£ 2,193
BUS	2	£ 2,264	26	£ 2,599	39	£ 2,941	7	£ 2,548
C&C	0	£ 0	4	£ 2,638	1	£ 1,185	2	£ 2,687
CEX	0	£ 0	14	£ 1,521	18	£ 3,109	0	£ 0
CSF	24	£ 3,064	21	£ 2,378	75	£ 3,636	97	£ 3,114
E&I	1	£ 1,210	7	£ 1,173	23	£ 1,887	1	£ 2,707
LDC	0	£ 0	0	£ 0	0	£ 0	7	£ 3,155
Total	50	£ 2,645	94	£ 2,355	162	£ 3,155	123	£ 3,009

2. Table 1.1 and 1.2 shows the number of pay exceptions that are being paid above the pay band minimum for PS12 and below as well as the average pay increase for each quarter in 2016/17 and each financial year beginning from 2013/14. The data shows increase per financial year for starting salary pay exceptions, however there has been a decrease from 2015/16 to 2016/17. It is to be noted that the number of starting salary pay exceptions in the Children, Schools and Families (CSF) Directorate is quite high this is because they are mostly experienced social workers commanding a higher salary and needed to fill vacancies covered by locums. For 2016/17, this amounts to 52 pay exceptions for social workers. There is a reduction in the number of pay exceptions which reflects the slowing of recruitment activity in line with savings and preparation for service rationalisation.

Table 2.1 – Quarterly Summary trend Starting Salary by Directorate – PS13 and above

Directorate	PS13 and above							
	2016/17 - Q1		2016/17 - Q2		2016/17 - Q3		2016/17 - Q4	
	No. Starting Salary Pay Exceptions	Average Pay Exception	No. Starting Salary Pay Exceptions	Average Pay Exception	No. Starting Salary Pay Exceptions	Average Pay Exception	No. Starting Salary Pay Exceptions	Average Pay Exception
ASC	1	£ 500	0	£ 0	0	£ 0	0	£ 0
BUS	2	£ 8,635	0	£ 0	0	£ 0	0	£ 0
C&C	1	£ 4,515	0	£ 0	0	£ 0	0	£ 0
CEX	0	£ 0	0	£ 0	0	£ 0	0	£ 0
CSF	0	£ 0	1	£ 2,479	0	£ 0	0	£ 0
E&I	0	£ 0	0	£ 0	0	£ 0	0	£ 0
LDC	0	£ 0	0	£ 0	0	£ 0	0	£ 0
Total	4	£ 5,571	1	£ 2,479	0	£ 0	0	£ 0

Table 2.2 – Yearly Summary trend Starting Salary by Directorate – PS13 and above

Directorate	PS13 and above							
	2013/14		2014/15		2015/16		2016/17	
	No. Starting Salary Pay Exceptions	Average Pay Exception	No. Starting Salary Pay Exceptions	Average Pay Exception	No. Starting Salary Pay Exceptions	Average Pay Exception	No. Starting Salary Pay Exceptions	Average Pay Exception
ASC	3	£ 664	1	£ 1,405	1	£ 3,082	1	£ 500
BUS	4	£ 10,044	3	£ 4,570	0	£ 0	2	£ 8,635
C&C	0	£ 0	0	£ 0	1	£ 3,002	1	£ 4,515
CEX	4	£ 6,705	0	£ 0	2	£ 7,579	0	£ 0
CSF	0	£ 0	0	£ 0	2	£ 4,612	1	£ 2,479
E&I	0	£ 0	0	£ 0	1	£ 8,107	0	£ 0
LDC	0	£ 0	0	£ 0	0	£ 0	0	£ 0
Total	11	£ 6,271	4	£ 3,779	7	£ 5,510	5	£ 4,953

3. Table 2.1 and 2.2 shows the number of pay exceptions that are being paid above the pay band minimum for PS13 and above, along with the average pay increase for each quarter in 2016/17 and financial year beginning 2013/14. The data shows that in 2013/14, 11 starting salary pay exceptions were approved and in 2015/16, seven starting salary pay exceptions were approved. In the current financial year 2016/17 - Q1, four have been approved, followed by 2016/17 –Q2 with one starting salary pay exceptions having been approved. In Q3 and Q4, no starting salary pay exceptions were approved.

Pay Exceptions Analysis for Permanent Pay Progression

4. This section includes details of pay exceptions for permanent movement within pay band or into another pay band. The number of permanent salary progressions approved has been consistently low over the past five years.

Table 3.1 – Quarterly Summary trend Permanent Pay Progression by Directorate – PS12 and below

Directorate	PS12 and below							
	2016/17 - Q1		2016/17 - Q2		2016/17 - Q3		2016/17 - Q4	
	No. Perm Pay Progression Pay Exceptions	Average Pay Exception	No. Perm Pay Progression Pay Exceptions	Average Pay Exception	No. Perm Pay Progression Pay Exceptions	Average Pay Exception	No. Perm Pay Progression Pay Exceptions	Average Pay Exception
ASC	0	£ 0	0	£ 0	3	£ 1,781	0	£ 0
BUS	0	£ 0	0	£ 0	0	£ 0	1	£ 2,203
C&C	0	£ 0	0	£ 0	0	£ 0	0	£ 0
CEX	0	£ 0	1	£ 9,204	0	£ 0	0	£ 0
CSF	1	£ 3,305	2	£ 1,067	0	£ 0	1	£ 2,500
E&I	0	£ 0	0	£ 0	0	£ 0	0	£ 0
LDC	0	£ 0	1	£ 1,555	0	£ 0	0	£ 0
Total	1	£ 3,305	4	£ 3,223	3	£ 1,781	2	£ 2,352

Table 3.2 – Yearly Summary trend Permanent Pay Progression by Directorate – PS12 and below

Directorate	PS12 and below							
	2013/14		2014/15		2015/16		2016/17	
	No. Perm Pay Progression Pay Exceptions	Average Pay Exception	No. Perm Pay Progression Pay Exceptions	Average Pay Exception	No. Perm Pay Progression Pay Exceptions	Average Pay Exception	No. Perm Pay Progression Pay Exceptions	Average Pay Exception
ASC	2	£ 604	2	£ 972	0	£ 0	3	£ 1,781
BUS	4	£ 866	6	£ 3,858	9	£ 1,506	1	£ 2,203
C&C	3	£ 2,554	1	£ 800	2	£ 643	0	£ 0
CEX	1	£ 2,599	4	£ 975	0	£ 0	1	£ 9,204
CSF	10	£ 1,618	7	£ 1,611	5	£ 1,647	4	£ 1,985
E&I	1	£ 1,325	0	£ 0	4	£ 2,548	0	£ 0
LDC	0	£ 0	0	£ 0	0	£ 0	1	£ 1,555
Total	21	£ 1,545	20	£ 2,053	20	£ 1,663	10	£ 2,624

5. Table 3.1 and 3.2 shows the number of pay exceptions that are being moved within the pay band or to another pay band for PS12 and below, along with the average pay increase for each quarter in 2016/17 and financial year beginning from 2013/14. It shows that in 2016/17 - Q1 – Q3, were just eight permanent pay progressions while in Q4, there were only two pay increases awarded. The Council may see a decline in the number of pay progressions related to the introduction of pay progression. The data shows that the total number of permanent pay progressions has been 21 in 2013/14 and then 20 in 2014/15 and 2015/16 and in 2016/17, 10 were approved.

Table 4.1 – Quarterly Summary trend Permanent Pay Progression by Directorate – PS13 and above

Directorate	PS13 and above							
	2016/17 - Q1		2016/17 - Q2		2016/17 - Q3		2016/17 - Q4	
	No. Perm Pay Progression Pay Exceptions	Average Pay Exception	No. Perm Pay Progression Pay Exceptions	Average Pay Exception	No. Perm Pay Progression Pay Exceptions	Average Pay Exception	No. Perm Pay Progression Pay Exceptions	Average Pay Exception
ASC	0	£ 0	0	£ 0	0	£ 0	0	£ 0
BUS	0	£ 0	1	£ 6,597	0	£ 0	0	£ 0
C&C	0	£ 0	0	£ 0	0	£ 0	0	£ 0
CEX	0	£ 0	0	£ 0	1	£ 10,483	0	£ 0
CSF	3	£ 3,620	0	£ 0	1	£ 1,678	0	£ 0
E&I	0	£ 0	0	£ 0	1	£ 10,000	0	£ 0
LDC	0	£ 0	0	£ 0	0	£ 0	0	£ 0
Total	3	£ 3,620	1	£ 6,597	3	£ 7,387	0	£ 0

Table 4.2 – Yearly Summary trend Permanent Pay Progression by Directorate – PS13 and above

Directorate	PS13 and above							
	2013/14		2014/15		2015/16		2016/17	
	No. Perm Pay Progression Pay Exceptions	Average Pay Exception	No. Perm Pay Progression Pay Exceptions	Average Pay Exception	No. Perm Pay Progression Pay Exceptions	Average Pay Exception	No. Perm Pay Progression Pay Exceptions	Average Pay Exception
ASC	3	£ 9,030	1	£ 10,250	1	£ 22,423	0	£ 0
BUS	4	£ 3,213	9	£ 5,315	1	£ 9,065	1	£ 6,597
C&C	3	£ 7,230	1	£ 7,067	0	£ 0	0	£ 0
CEX	2	£ 6,862	2	£ 7,708	4	£ 7,594	1	£ 10,483
CSF	5	£ 3,304	1	£ 3,401	0	£ 0	4	£ 3,135
E&I	1	£ 4,390	4	£ 6,241	1	£ 5,000	1	£ 10,000
LDC	0	£ 0	0	£ 0	0	£ 0	0	£ 0
Total	18	£ 5,348	18	£ 6,052	7	£ 9,552	7	£ 5,660

6. Table 4.1 and 4.2 shows the number of pay exceptions that are being moved within the pay band or to another pay band for PS13 and above, along with the average exceptional pay increase for each quarter in 2016/17 and each financial year beginning from 2013/14. In each quarter in 2016/17, there were permanent pay progressions approved with the exception of Q4, when there were none. The data shows that the total number of permanent pay progressions approved has stayed steady at seven in 2015/16 and 2016/17. The current average pay exception is lower in 2016/17 than the last financial year 2015/16.

Pay Exceptions Analysis for Temporary Pay Progression

7. This section includes details of pay exceptions for temporary pay progressions such as honoraria, extensions to honoraria and recognition awards.

Table 5.1 – Quarterly Summary trend Temporary Pay Progression by Directorate – PS12 and below

Directorate	PS12 and below							
	2013/14		2014/15		2015/16		2016/17	
	No. Temp Pay Progression Pay Exceptions	Average Pay Exception	No. Temp Pay Progression Pay Exceptions	Average Pay Exception	No. Temp Pay Progression Pay Exceptions	Average Pay Exception	No. Temp Pay Progression Pay Exceptions	Average Pay Exception
ASC	1	£ 550	4	£ 836	0	£ 0	1	£ 4,200
BUS	0	£ 0	5	£ 1,762	4	£ 1,636	2	£ 1,842
C&C	1	£ 2,600	0	£ 0	0	£ 0	0	£ 0
CEX	2	£ 2,400	5	£ 2,318	1	£ 1,496	1	£ 3,762
CSF	3	£ 1,667	3	£ 472	9	£ 1,560	1	£ 2,688
E&I	0	£ 0	0	£ 0	0	£ 0	4	£ 3,161
LDC	0	£ 0	0	£ 0	0	£ 0	0	£ 0
Total	7	£ 1,850	17	£ 1,480	14	£ 1,577	9	£ 2,997

Table 5.2 – Yearly Summary trend Temporary Pay Progression by Directorate – PS12 and below

Directorate	PS13 and above							
	2013/14		2014/15		2015/16		2016/17	
	No. Temp Pay Progression Pay Exceptions	Average Pay Exception	No. Temp Pay Progression Pay Exceptions	Average Pay Exception	No. Temp Pay Progression Pay Exceptions	Average Pay Exception	No. Temp Pay Progression Pay Exceptions	Average Pay Exception
ASC	2	£ 5,000	2	£ 9,344	1	£ 9,750	3	£ 2,500
BUS	0	£ 0	1	£ 12,000	1	£ 1,398	0	£ 0
C&C	0	£ 0	0	£ 0	0	£ 0	0	£ 0
CEX	5	£ 1,596	2	£ 1,020	0	£ 0	0	£ 0
CSF	0	£ 0	0	£ 0	0	£ 0	1	£ 1,467
E&I	0	£ 0	0	£ 0	3	£ 3,592	0	£ 0
LDC	0	£ 0	0	£ 0	0	£ 0	0	£ 0
Total	7	£ 2,569	5	£ 6,546	5	£ 4,385	4	£ 2,242

8. Table 5.1 and 5.2 highlights the number of pay exceptions in which a member of staff is moved within their pay band or to another pay band for PS13 and above, along with the average exceptional pay increase for each quarter in 2016/17 and each financial year beginning from 2013/14. In each quarter in 2016/17, there were permanent pay progressions approved except for Q4, where there was none. The data shows that the total number of permanent pay progressions approved stayed steady at seven in 2015/16 and 2016/17. The current average pay exception is lower in 2016/17 than the last financial year 2015/16.

Table 6.1 – Quarterly Summary trend Temporary Pay Progression by Directorate – PS13 and above

Directorate	PS13 and above							
	2016/17 - Q1		2016/17 - Q2		2016/17 - Q3		2016/17 - Q4	
	No. Temp Pay Progression Pay Exceptions	Average Pay Exception	No. Temp Pay Progression Pay Exceptions	Average Pay Exception	No. Temp Pay Progression Pay Exceptions	Average Pay Exception	No. Temp Pay Progression Pay Exceptions	Average Pay Exception
ASC	2	£ 2,700	0	£ 0	0	£ 0	1	£ 2,100
BUS	0	£ 0	0	£ 0	0	£ 0	0	£ 0
C&C	0	£ 0	0	£ 0	0	£ 0	0	£ 0
CEX	0	£ 0	0	£ 0	0	£ 0	0	£ 0
CSF	0	£ 0	0	£ 0	0	£ 0	1	£ 1,467
E&I	0	£ 0	0	£ 0	0	£ 0	0	£ 0
LDC	0	£ 0	0	£ 0	0	£ 0	0	£ 0
Total	2	£ 2,700	0	£ 0	0	£ 0	2	£ 1,784

Table 6.2 – Yearly Summary trend Temporary Pay Progression by Directorate – PS13 and above

Directorate	PS12 and below							
	2016/17 - Q1		2016/17 - Q2		2016/17 - Q3		2016/17 - Q4	
	No. Temp Pay Progression Pay Exceptions	Average Pay Exception	No. Temp Pay Progression Pay Exceptions	Average Pay Exception	No. Temp Pay Progression Pay Exceptions	Average Pay Exception	No. Temp Pay Progression Pay Exceptions	Average Pay Exception
ASC	0	£ 0	1	£ 4,200	0	£ 0	0	£ 0
BUS	1	£ 2,458	0	£ 0	0	£ 0	1	£ 1,226
C&C	0	£ 0	0	£ 0	0	£ 0	0	£ 0
CEX	0	£ 0	0	£ 0	0	£ 0	1	£ 3,762
CSF	0	£ 0	1	£ 2,688	0	£ 0	0	£ 0
E&I	3	£ 4,048	1	£ 500	0	£ 0	0	£ 0
LDC	0	£ 0	0	£ 0	0	£ 0	0	£ 0
Total	4	£ 3,650	3	£ 2,463	0	£ 0	2	£ 2,494

9. Table 6.1 and 6.2 shows the number of pay exceptions that are being moved within the pay band or to another pay band for PS13 and above, along with the average exceptional pay increase for each quarter in 2016/17 and each financial year beginning from 2013/14. In each quarter in 2016/17, there were permanent pay progressions approved except for Q4, when there was none. The data shows that the total number of permanent pay progressions approved has remained at seven in 2015/16 and 2016/17. The current average pay exception is lower in 2016/17 than the last financial year 2015/16.

Percentage of Pay Exceptions by Directorate

10. This section is the percentage of expenditure on pay exceptions according to the directorates in each financial year.

Table 7.1 – Percentage Pay Exceptions by Directorate and Quarter

Directorate	2013/14	2014/15	2015/16	2016/17	Total Percentage
ASC	30%	20%	4%	11%	14%
BUS	12%	32%	25%	8%	20%
C&C	6%	4%	2%	2%	3%
CEX	12%	17%	12%	2%	11%
CSF	37%	20%	42%	68%	42%
E&I	3%	7%	15%	4%	8%
LDC				5%	1%
Total	100%	100%	100%	100%	100%

Table 7.2 – Percentage Pay Exceptions by Directorate and Financial Year

Directorate	2016/17 - Q1	2016/17 - Q2	2016/17 - Q3	2016/17 - Q4	Total Percentage
ASC	6%	11%	14%	14%	11%
BUS	13%	3%	8%	8%	8%
C&C	2%	3%	0%	3%	2%
CEX	0%	3%	3%	3%	2%
CSF	70%	66%	68%	69%	68%
E&I	6%	3%	3%	3%	4%
LDC	2%	13%	5%	0%	5%
Total	100%	100%	100%	100%	100%

11. Table 7.1 indicates that the CSF Directorate has had the highest percentage of pay exceptions for each quarter in 2016/17.
12. Table 7.2 indicates that the CSF and Adult Social Care (ASC) directorates have had the highest number of pay exceptions in 2013/14 whilst Environment & Infrastructure (E&I) had the fewest at 3%. In 2014/15, Business Services (BUS) had the most pay exceptions with 32% whereas 2015/16 had CSF had the highest at 42% with BUS dropping to 25%. In the current year 2016/17, CSF accounted for 68% of pay exceptions while the Chief Executive's Office (CEX) and Customer and Communities (C&C) had the least with 2% of pay exceptions. Overall, since the beginning of the financial year of 2013/14 to the present, Members should note that CSF have accounted for 42% with BUS having had 20%. 14% of pay exceptions occurred in ASC, 11% were in CEX, E&I had 8%, C&C with 3% while Legal, Democratic and Cultural Services (LDC) accounted for 1%. It should be noted that LDC had its first pay exceptions in 2016/17.

Total Additional Pay Awarded

13. This section is the total cost of the additional pay awarded according to Directorate and pay exception type.

Table 8.1 – Quarterly Total additional pay awarded by Starting Salary – PS12 and below

Directorate	Total Additional Pay Awarded - PS12 and below			
	Starting Salary			
	2013/14	2014/15	2015/16	2016/17
ASC	£ 52,965	£ 63,786	£ 23,138	£ 19,737
BUS	£ 4,528	£ 67,571	£ 114,697	£ 17,833
C&C	£ 0	£ 10,551	£ 1,185	£ 2,687
CEX	£ 0	£ 21,295	£ 55,962	£ 0
CSF	£ 73,530	£ 49,947	£ 272,712	£ 302,094
E&I	£ 1,210	£ 8,211	£ 43,401	£ 2,707
LDC	£ 0	£ 0	£ 0	£ 22,087
No.	50	94	162	123
Average Cost	£ 2,645	£ 2,355	£ 3,155	£ 2,985
Total	£ 132,233	£ 221,361	£ 511,095	£ 367,145

Table 8.2 – Yearly Total additional pay awarded by Starting Salary – PS12 and below

Directorate	Total Additional Pay Awarded - PS12 and below					Total
	Starting Salary					
	2016/17 - Q1	2016/17 - Q2	2016/17 - Q3	2016/17 - Q4		
ASC	£ 0	£ 6,035	£ 4,188	£ 9,514	£ 19,737	
BUS	£ 5,863	£ 0	£ 10,283	£ 1,687	£ 17,833	
C&C	£ 0	£ 2,687	£ 0	£ 0	£ 2,687	
CEX	£ 0	£ 0	£ 0	£ 0	£ 0	
CSF	£ 98,028	£ 62,323	£ 65,563	£ 76,180	£ 302,094	
E&I	£ 0	£ 0	£ 0	£ 2,707	£ 2,707	
LDC	£ 4,031	£ 14,366	£ 3,690	£ 0	£ 22,087	
No.	33	29	31	30	123	
Average Cost	£ 3,270	£ 2,945	£ 2,701	£ 3,003	£ 2,985	
Total	£ 107,922	£ 85,411	£ 83,724	£ 90,088	£ 367,145	

14. Table 8.1 and 8.2 shows that CSF has the highest total additional pay awarded for PS12 and below and stems from the recruitment of social workers as the demand to hire to these positions is high. In 2016/17 the total expenditure arising from pay policy exceptions in Q1 was £108K, in Q2 was £85K, in Q3 was £84K and in Q4 was 90K. The total additional pay awarded for the 2016/17 financial year was £367K, which was lower than the £511k spent on salary increases in the 2015/16 financial year.

Table 9.1 – Quarterly Total additional pay awarded by Pay Progression – PS12 and below

Directorate	Total Additional Pay Awarded - PS12 and below								
	Permanent Pay Progression				Temporary Pay Progression				Total
	2016/17 - Q1	2016/17 - Q2	2016/17 - Q3	2016/17 - Q4	2016/17 - Q1	2016/17 - Q2	2016/17 - Q3	2016/17 - Q4	
ASC	£ 0	£ 0	£ 5,342	£ 0	£ 0	£ 4,200	£ 0	£ 0	£ 9,542
BUS	£ 0	£ 0	£ 0	£ 2,203	£ 0	£ 0	£ 0	£ 1,226	£ 3,429
C&C	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0
CEX	£ 0	£ 9,204	£ 0	£ 0	£ 0	£ 0	£ 0	£ 3,762	£ 12,966
CSF	£ 3,305	£ 2,133	£ 0	£ 2,500	£ 2,688	£ 0	£ 0	£ 0	£ 10,626
E&I	£ 0	£ 0	£ 0	£ 0	£ 500	£ 0	£ 0	£ 0	£ 500
LDC	£ 0	£ 1,555	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	£ 1,555
No.	1	4	3	2	4	3	0	2	19
Average Cost	£ 3,305	£ 3,223	£ 1,781	£ 2,352	£ 797	£ 1,400	£ 0	£ 2,494	£ 2,033
Total	£ 3,305	£ 12,892	£ 5,342	£ 4,703	£ 3,188	£ 4,200	£ 0	£ 4,988	£ 38,618

Table 9.2 – Yearly Total additional pay awarded by Pay Progression – PS12 and below

Directorate	Total Additional Pay Awarded - PS12 and below							
	Permanent Pay Progression				Temporary Pay Progression			
	2013/14	2014/15	2015/16	2016/17	2013/14	2014/15	2015/16	2016/17
ASC	£ 1,208	£ 1,944	£ 0	£ 5,342	£ 550	£ 3,344	£ 0	£ 4,200
BUS	£ 3,464	£ 23,149	£ 13,550	£ 2,203	£ 0	£ 8,810	£ 6,542	£ 3,684
C&C	£ 7,662	£ 800	£ 1,286	£ 0	£ 2,600	£ 0	£ 0	£ 0
CEX	£ 2,599	£ 3,900	£ 0	£ 9,204	£ 4,800	£ 11,591	£ 1,496	£ 3,762
CSF	£ 16,177	£ 11,276	£ 8,234	£ 7,938	£ 5,000	£ 1,417	£ 14,041	£ 2,688
E&I	£ 1,325	£ 0	£ 10,191	£ 0	£ 0	£ 0	£ 0	£ 12,643
LDC	£ 0	£ 0	£ 0	£ 1,555	£ 0	£ 0	£ 0	£ 0
No.	21	20	20	10	7	17	14	9
Average Cost	£ 1,545	£ 2,053	£ 1,663	£ 2,624	£ 1,850	£ 1,480	£ 1,577	£ 2,997
Total	£ 32,435	£ 41,069	£ 33,261	£ 26,242	£ 12,950	£ 25,163	£ 22,079	£ 26,977

15. Table 9.1 shows that Chief Executive's Office has the highest total additional spent on pay awards for members of staff on PS12 and below for both permanent and temporary increases in 2016/17. Table 9.2 shows that CSF have had the highest total additional pay awarded for PS12 and below for pay exceptions in all financial years.

Table 10.1 – Quarterly Total additional pay awarded by Starting Salary – PS13 and above

Directorate	Total Additional Pay Awarded - PS13 and above					Total
	Starting Salary					
	2016/17 - Q1	2016/17 - Q2	2016/17 - Q3	2016/17 - Q4		
ASC	£ 500	£ 0	£ 0	£ 0	£ 500	
BUS	£ 17,269	£ 0	£ 0	£ 0	£ 17,269	
C&C	£ 4,515	£ 0	£ 0	£ 0	£ 4,515	
CEX	£ 0	£ 0	£ 0	£ 0	£ 0	
CSF	£ 0	£ 2,479	£ 0	£ 0	£ 2,479	
E&I	£ 0	£ 0	£ 0	£ 0	£ 0	
LDC	£ 0	£ 0	£ 0	£ 0	£ 0	
No.	4	1	0	0	5	
Average Cost	£ 5,571	£ 2,479	£ 0	£ 0	£ 4,953	
Total	£ 22,284	£ 2,479	£ 0	£ 0	£ 24,763	

Table 10.2 – Yearly Total additional pay awarded by Starting Salary – PS13 and above

Directorate	Total Additional Pay Awarded - PS13 and above			
	Starting Salary			
	2013/14	2014/15	2015/16	2016/17
ASC	£ 1,991	£ 1,405	£ 3,082	£ 500
BUS	£ 40,175	£ 13,709	£ 0	£ 17,269
C&C	£ 0	£ 0	£ 3,002	£ 4,515
CEX	£ 26,819	£ 0	£ 15,157	£ 0
CSF	£ 0	£ 0	£ 9,223	£ 2,479
E&I	£ 0	£ 0	£ 8,107	£ 0
LDC	£ 0	£ 0	£ 0	£ 0
No.	11	4	7	5
Average Cost	£ 6,271	£ 3,779	£ 5,510	£ 4,953
Total	£ 68,985	£ 15,114	£ 38,571	£ 24,763

16. Table 10.1 shows that BUS has the highest total additional pay awarded for PS13 and above at £25K. The total spent on pay awards for members of staff on PS13 and above for 2016/17 is as follows: Q1 - £22K, Q2 - £2K, Q3 - £0k and Q4 - £0K. Total expenditure across the four quarters was £25K. Table 10.2 shows that BUS has the highest total additional pay awarded

for PS13 and above at £71K. The total salary increases awarded for the past four financial years is as follows: 2013/14 - £69K, 2014/15 - £15K, 2015/16 - £39K and 2016/17 - £25K.

Table 11.1 – Quarterly Total additional pay awarded by Pay Progression – PS13 and above

Directorate	Total Additional Pay Awarded - PS13 and above									
	Permanent Pay Progression				Temporary Pay Progression				Total	
	2016/17 - Q1	2016/17 - Q2	2016/17 - Q3	2016/17 - Q4	2016/17 - Q1	2016/17 - Q2	2016/17 - Q3	2016/17 - Q4		
ASC	£ 0	£ 0	£ 0	£ 0	£ 5,400	£ 0	£ 0	£ 2,100	£ 7,500	
BUS	£ 0	£ 6,597	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	£ 6,597	
C&C	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	
CEX	£ 0	£ 0	£ 10,483	£ 0	£ 0	£ 0	£ 0	£ 0	£ 10,483	
CSF	£ 10,860	£ 0	£ 1,678	£ 0	£ 0	£ 0	£ 0	£ 1,467	£ 14,005	
E&I	£ 0	£ 0	£ 10,000	£ 0	£ 0	£ 0	£ 0	£ 0	£ 10,000	
LDC	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	
No.	3	1	3	0	2	0	0	2	11	
Average Cost	£ 3,620	£ 6,597	£ 7,387	£ 0	£ 2,700	£ 0	£ 0	£ 1,784	£ 4,417	
Total	£ 10,860	£ 6,597	£ 22,161	£ 0	£ 5,400	£ 0	£ 0	£ 3,567	£ 48,585	

Table 11.2 – Yearly Total additional pay awarded by Pay Progression – PS13 and above

Directorate	Total Additional Pay Awarded - PS13 and above							
	Permanent Pay Progression				Temporary Pay Progression			
	2013/14	2014/15	2015/16	2016/17	2013/14	2014/15	2015/16	2016/17
ASC	£ 27,091	£ 10,250	£ 22,423	£ 0	£ 10,000	£ 18,688	£ 9,750	£ 7,500
BUS	£ 12,852	£ 47,836	£ 9,065	£ 6,597	£ 0	£ 12,000	£ 1,398	£ 0
C&C	£ 21,690	£ 7,067	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0
CEX	£ 13,723	£ 15,416	£ 30,376	£ 10,483	£ 7,981	£ 2,040	£ 0	£ 0
CSF	£ 16,518	£ 3,401	£ 0	£ 12,538	£ 0	£ 0	£ 0	£ 1,467
E&I	£ 4,390	£ 24,963	£ 5,000	£ 10,000	£ 0	£ 0	£ 10,775	£ 0
LDC	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0	£ 0
No.	18	18	7	7	7	5	5	4
Average Cost	£ 5,348	£ 6,052	£ 9,552	£ 5,660	£ 2,569	£ 6,546	£ 4,385	£ 2,242
Total	£ 96,264	£ 108,933	£ 66,864	£ 39,618	£ 17,981	£ 32,728	£ 21,923	£ 8,967

17. Table 11.1 demonstrates that CSF has the highest total additional pay awarded for PS13 and above for pay progressions at £14K. Across the Council total additional expenditure on pay awards for PS13 and above is as follows: Q1 - £15K, Q2 - £7K, Q3 - £22K and Q4 - £4K bringing the total for the four quarters to £49K. Table 11.2 shows that over the past four years ASC has awarded the highest total additional pay for employees on PS13 and above at £105K. Across the Council the breakdown for salary increases for those on PS13 and above is as follows: 2013/14 - £136K, 2014/15 - £142K, 2015/16 - £89K and 2016/17 - £49K.

Comparison of Pay Exceptions of Quarter and End of Year

18. Annex 1 outlines each type of pay exception by governance, directorate and quarter/financial year with the number of pay exceptions, the average cost of each pay exception, the sub-total of pay exceptions cost by governance and then the total of the sub-totals added together.
19. It should be noted in Annex 1 that the number of starting salaries has decreased from 37 in Q1 to 30 in Q2 and Q3 had 31 and Q4 had 30. However, the total cost per quarter was the lowest in Q3 at £84K, whilst Q4 had £90K, Q2 had £88K and Q1 was the highest at £130K. There has been an increase in permanent pay progressions in the first three quarters and it decreased in the fourth quarter. From four permanent pay progressions in Q1 to five in Q2, six in Q3 and two in Q4.

20. Overall, the number of pay exceptions in 2016/17 was 158 at a total cost to the Council of £494K.

Conclusion

21. From the data the following conclusions can be drawn:

- a. CSF have the highest amount of pay exceptions, this is due to social workers being hard to recruit.
- b. Temporary pay progressions appear to be decreasing in number.

Financial and value for money implications

22. None

Equalities and Diversity Implications

23. There are no equality and diversity implications.

Risk Management Implications

24. None

Contact: Ken Akers, Head of HR and OD.

Contact details: Tel 07792 511083

Annexes:

Annex 1 - Summary comparison of type of pay exception, governance, directorate by financial year.

Background Papers: None

This page is intentionally left blank