



Single Source
Regulations Office

Single Source Regulations Office
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[REDACTED]

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E enquiries@ssro.gov.uk

Via email: [REDACTED]

www.gov.uk/ssro

Ref: SSRO/RFI 023

28 November 2018

Dear [REDACTED]

Subject: Request for Information

Please find below our responses to your request for information about our annual pay review. Our 2018 pay award was in line with the civil service pay remit and provided for an 'across-the-board' 1.5% increase.

Freedom of Information Questions

- 1. Name of the unions signatory to your main collective agreement covering pay and conditions.*
Answer: We do not have any staff that are members of a recognized Trade Union and do not currently operate collective agreements.
- 2. Please state the settlement date of your latest collective pay agreement.*
Answer: N/A (see answer to question 1)
- 3. Please state the employee groups covered by the pay agreement.*
Answer: N/A (see answer to question 1)
- 4. Please state the number of employees covered by the agreement.*
Answer: N/A (see answer to question 1)
- 5. Please provide a copy of your latest pay agreement.*
Answer: N/A (see answer to question 1)
- 6. Was the latest pay settlement under the remit of the 2018/19 Civil Service pay guidance?*
Answer: Yes.

7. Please list the current grades and pay rates together with the previous year's grades and rates for the below roles or their equivalents:

- a] Administrative Assistant (AA)
- b] Administrative Officer (AO)
- c] Executive Officer (EO)
- d] Higher Executive Officer (HEO)
- e] Senior Executive Officer (SEO)
- f] Grade 6
- g] Grade 7

Answer: Regarding pay grades, we do not mirror the pay grades of the civil service but have tried to map ours to theirs in the following table:

Grade	Rate 17/18 (£)	Rate 18/19 (£)
Administrative Assistant (AA)	N/A	N/A
Administrative Officer (AO)	21,422 - 45,450	21,743 - 46,593
Executive Officer (EO)	N/A	N/A
Higher Executive Officer (HEO)	N/A	N/A
Senior Executive Officer (SEO)	45,451 - 61,206	46,594 - 62,124
Grade 7	61,207 - 81,608	62,125 - 82,832
Grade 6	N/A	N/A

8] Please give details of any individual performance-related increases paid in terms of the percentage of the paybill allocated to fund these awards and please state whether these were consolidated or non-consolidated.

Answer: No performance related pay increases were awarded. We have a separate, in-year non-consolidated performance-related pay scheme which is 2% of the overall pay bill.

9] Please state the overall paybill increase as a result of the 2018/19 pay settlement (including employer National Insurance and employer pension contributions).

Answer: The overall cost of this year's pay award was £57,478.

10] Have any other changes been made to terms and conditions as part of the latest pay award?

Answer: No changes were made as part of our annual pay award

11] Please provide the name and contact details of the person/s responsible for overseeing your organisation's annual pay negotiations.

Answer: [REDACTED]

12] If an agreement has yet to be reached please state the month in which you anticipate 2018/19 pay increase will be paid.

Answer: N/A

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original request and should be addressed to: Neil Swift, c/o Enquiries, enquiries@ssro.gov.uk.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely

[REDACTED]
Enquiries
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