



Defence Electronics &
Components Agency

Defence Electronics & Components Agency
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Telephone: [REDACTED]
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Ref: FOI2019/11609
11 November 2019

[REDACTED]

Dear [REDACTED]

I am writing in response to your email dated 14 October 2019. I am treating your correspondence as a request for information under the Freedom of Information Act 2000 (FOIA). In response to your queries, I have completed a search for the information within the Defence Electronics & Components Agency (DECA), and I can confirm that **we do hold information in scope of your request** and include answers to your questions below and at Annex A and B of this response.

I am writing from the Labour Research Department, an independent trade union based research organisation and information provider, who maintain a database of collective agreements for various unions. We request the following information under the Freedom of Information Act.

1. *Name of unions which are signatories to your main collective agreement covering pay and conditions;*
Unite
Prospect
PCS
GMB
2. *Number of employees covered by the agreement;*
429
3. *Lists of grades and current pay rates. Please indicate any agreed equivalence between the grade names used within the list and the following civil service grades:*
At Annex A
 - a. *Administrative Assistant (AA) - Pay Band 4 level 2*
 - b. *Administrative Officer (AO) - Pay Band 4 Level 1*
 - c. *Executive Officer (EO) - Pay Band 3 Level 1*
 - d. *Higher Executive Officer (HEO) - Pay Band 2 Level 2*
 - e. *Senior Executive Officer (SEO) - Pay Band 2 Level 1*
 - f. *Grade 6 - Pay Band 1 Level 1*
 - g. *Grade 7 - Pay Band 1 Level 2*

4. *Copy of latest pay settlement. Please provide the following information on how any pay increase has been applied:*
At Annex B
- a. *Is the paybill increase based on pay guidance set by the Treasury?*
Yes
- b. *Have there been any changes to the pay scales?*
All pay Scales increased by 2% as a result of the 2019 Pay Offer (with the exception of Yr 2 Apprentice scale, which increased by 2.52% to ensure those apprentices aged over 25 receive at least the National Living Wage).
- c. *Are progression payments being paid?*
Nil
- d. *Are performance-related bonuses being paid? If so, what are the arrangements for performance-related bonuses?*
DECA operates a Corporate Bonus Scheme, with bonuses only being considered if the business achieves its strategic objectives and a profit above its planned profit. If a bonus is paid, all eligible employees below Senior Civil Service receive exactly the same (pro rata for part time employees, leavers and joiners).

If you are not satisfied with this response or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is not possible and you are still dissatisfied then you may apply for an independent internal review by contacting the Information Rights Compliance team, Ground Floor, MOD Main Building, Whitehall, SW1A 2HB or by e-mailing CIO-FOI-IR@mod.uk. Please note that any request for an internal review must be made within 40 working days of the date on which the attempt to reach informal resolution has ended.

If you remain dissatisfied following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not investigate your case until the MOD internal review process is complete. You can find further details of the role and powers of the Information Commissioner on the [Commissioner's website](#).

Regards


DECA FOI

WITHOUT PREJUDICE

Defence Electronics and Components Agency (DECA) Final Pay Offer 2019

1. Following constructive and meaningful negotiation with DECA's joint Trades Unions (TU's), this document sets out DECA's Final Pay Offer for 2019, which supersedes any previous offer.
2. This final offer is applicable to DECA employees in all pay bands below the Senior Civil Service (SCS) and includes permanent employees, fixed term employees and apprentices. It is compliant with the Cabinet Office Civil Service Pay Remit Guidance 2019-20 and is within the maximum overall 2% cost increase to DECA's pay bill. DECA acknowledges that TU's continue to oppose the pay cap on public sector pay growth.
3. Details of the proposed offer to employees are:
 - A 12 month pay deal for the period from 1 August 2019 to 31 July 2020 (i.e. backdated to 1 August 2019).
 - A 2% revalorisation of all spine points.
 - This revalorisation comprises up to 1% as set in the 2015 Spending Review period and implementation of flexibility to award up to a further 1% for 2019/20.
 - A detailed breakdown of the proposed new pay scales is attached at Annex A.
 - A 2% revalorisation of DECA Allowances, except fixed Recruitment and Retention Allowances (RRA's). Details of allowances to be revalorised can be found at Annex B.
 - An additional 0.52% to year 2 apprentices, to ensure compliance with the National Living Wage. This will be further increased as necessary in April 2020, should the National Living Wage be increased at that time.
 - The opportunity to discuss priorities for the 2020 Pay Remit, while recognising that the pay threshold is likely to remain limited.
4. DECA remains committed to review its Corporate Bonus Scheme Policy and reaffirms its commitment to the ongoing Pay & Grading Review, in full consultation with Trades Unions.
8. Key considerations, in line with Cabinet Office and HM Treasury guidelines, are the need to recruit, retain and motivate our employees, and affordability. In this respect, DECA proposes implementing flexibility to utilise the maximum affordable 2% increase in pay bill.
9. Within the ongoing constraints set out by government, this is a fair and reasonable proposal and complies with Civil Service Pay Guidelines. I hope that you will be able to recommend this offer to your members.

Pay Scales

1 August 2018 & 1 August 2019

Pay Band 1 Level 1		
SP	2018	2019
7	£73,817	£75,293
6	£72,232	£73,677
5	£70,647	£72,060
4	£69,064	£70,445
3	£67,479	£68,829
2	£64,838	£66,135
1	£63,255	£64,520

Pay Band 1 Level 2		
SP	2018	2019
7	£61,141	£62,364
6	£59,557	£60,748
5	£57,974	£59,133
4	£56,388	£57,516
3	£54,805	£55,901
2	£53,221	£54,285
1	£51,636	£52,669

Pay Band 2 Level 1		
SP	2018	2019
6	£45,193	£46,097
5	£44,137	£45,020
4	£43,081	£43,943
3	£42,025	£42,866
2	£40,968	£41,787
1	£39,911	£40,709

Pay Band 2 Level 2		
SP	2018	2019
7	£37,800	£38,556
6	£36,743	£37,478
5	£35,686	£36,400
4	£34,631	£35,324
3	£33,575	£34,247
2	£32,519	£33,169
1	£31,463	£32,092

PB3 TTO Reserved Rights		
SP	2018	2019
3	£32,201	£32,845
2	£31,365	£31,992
1	£30,528	£31,139

Pay Band 3 Level 1		
SP	2018	2019
10	£30,195	£30,799
9	£29,454	£30,043
8	£28,821	£29,397
7	£28,188	£28,752
6	£27,554	£28,105
5	£26,921	£27,459
4	£26,286	£26,812
3	£25,864	£26,381
2	£25,548	£26,059
1	£24,702	£25,196

Pay Band 3 Level 2		
SP	2018	2019
5	£25,442	£25,951
4	£24,702	£25,196
3	£23,963	£24,442
2	£23,224	£23,688
1	£22,484	£22,934

PB4 L1 Reserved Rights		
SP	2018	2019
1	£23,287	£23,753

Pay Band 4 Level 1		
SP	2018	2019
6	£22,379	£22,827
5	£21,956	£22,395
4	£21,218	£21,642
3	£20,584	£20,996
2	£20,055	£20,456
1	£19,421	£19,809

Pay Band 4 Level 2		
SP	2018	2019
4	£19,315	£19,701
3	£18,787	£19,163
2	£18,048	£18,409
1	£17,520	£17,870

Internal Apprentices		
SP	2018	2019
3	£20,055	£20,456
2	£19,421	£19,809
1	£18,681	£19,055

External Apprentices		
SP	2018	2019
3	£18,364	£18,731
2	£15,408	£15,796
1	£14,562	£14,853