



Government Legal Department

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Ref No: **FOI 24_589**

27th August 2024

Dear

Thank you for your email of 15 August 2024 which contained your request for information. The Government Legal Department (“GLD”) have processed your request for information under the Freedom of Information Act 2000 (“the Act”).

Request

I would like to know all of the different civil servant grades that exist in Government Legal Department and their respective salary bands for the most recent calendar or tax year that you have information available for.

Also, I would like to know the most recent Sick Pay Policy that exist in Government Legal Department that you have information available for.

Response

Civil Service Grades and Salary Scales

From 1st April 2024

Senior Civil Service (SCS)

SCS pay band 4: £152,000 to £200,000 (Permanent Secretary)

SCS pay band 3: £128,000 to £208,100 (Director General)

SCS pay band 2: £98,000 to £162,500 (Director)

SCS pay band 1: £76,000 to £117,800 (Deputy Director)

Delegated Grades

GLD pay scales as at 1 April 2023 for Cross Functional Professionals (those not subject to the Pay and Reward Modernisation (PARM) pay award – see below). The pay award and any change to salary scales from 1st April 2024 have not yet been finalised.

	London		National	
	Max	Min	Max	Min
Grade 6	77,456	68,742	73,130	65,154
Grade 7	62,830	54,458	59,740	52,769
SEO	44,290	40,898	42,127	39,728
HEO	36,050	33,309	33,990	31,393
EO	30,900	29,199	27,810	26,733
AO	26,000		22,011	
Legal Officer	47,541		47,541	
Legal Trainee	Upper Lower	36,218 31,696	Upper Lower	36,218 31,696

PARM

For the 2023-24 and 2024-25 pay years, GLD was successful in securing an enhanced pay offer, outside of the Pay Remit, for Grade 7 and Grade 6 qualified solicitors, barristers and Chartered Legal Executives employed by GLD and performing roles where their qualification is required (PARM). Employees who opted in to PARM will move to the relevant Year 2 rate, set out below. Employees that opted out of PARM remain on the 2022 pay scales.

April 2024 to March 2025	Grade 7 Rates		Grade 6 Rates	
	London	National	London	National
Level 3	£67,273	£64,546	£81,000	£79,000
Level 2	£65,250	£63,750	£77,500	£75,500
Level 1	£61,200	£59,200	£74,000	£71,000

Paid sick absence

Leave and Absence

PARM

Those who opted into PARM moved onto modernised Civil Service Terms and Conditions which include:

- Standardising maximum occupational sick pay to five months' full pay and five month's half pay after 5 years service - see below section Post 1 July 2013

Staff not covered by PARM

Pre 1 July 2013

If you joined the Civil Service before 1 July 2013, you will be paid for recorded and certified sickness absences if you expect to recover and return to work.

You will be allowed a maximum of 6 months' full pay and 6 months' half pay, up to a maximum of 12 months' total sick pay in any 4-year rolling period.

Post 1 July 2013

If you joined the Civil Service after 1 July 2013 you will be paid for recorded and certified sickness absences if you expect to recover and return to work.

The table below sets out your occupational sick pay entitlement, which will increase by one month of full pay and one month of half pay for each additional year of service up to a maximum (after 5 years' service) of 5 months' full pay and 5 months' half pay.

You will receive no more than 10 months' total sick pay in any 4-year rolling period.

For employees in their 1st year of service	You are entitled to receive sick pay for a period of up to 2 months (62 days). Any paid sick leave that you have taken in previous years will count towards the 62 days maximum. You will receive full pay for up to one month (31 days) and half pay for the remaining 31 day period.
For employees in their 2nd year of service	You are entitled to receive sick pay for a period of up to 4 months (122 days). Any paid sick leave that you have taken in previous years will count towards the 122 day maximum. You will receive full pay for up to 2 months (61 days) and half pay for the remaining period (61 days).
For employees in their 3rd year of service	You are entitled to receive sick pay for a period of up to 6 months (182 days). Any paid sick leave that you have taken in previous years will count towards the 182 days maximum. You will receive full pay for up to 4 months (122 days) and half pay for the remaining period (122 days).
For employees in their 4th year of service	You are entitled to receive sick pay for a period of up to 8 months (244 days) in any 4-year rolling period. This means any paid sick leave that you have taken in the previous 4 years will count towards the 244 day maximum. You will receive full pay for up to 4 months (122 days) and half pay for the remaining period (122 days).
For employees in their 5th year of service	You are entitled to receive sick pay for a period of up to 10 months (304 days) in any 4-year rolling period. This means any paid sick leave that you have taken in the previous 4 years will count towards the 304 day maximum. You will receive full pay for up to 5 months (152 days) and half pay for the remaining period (152 days).

Your Rights

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 correspondence. Please use the contact details provided at the top of this letter in order to request an internal review relating to your original request.

Please remember to quote the reference number above in any future communications.

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
www.ICO.org.uk

Yours sincerely,

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