



Please ask for Charlotte Kearsey
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The Chair and Members of
Employment and General Committee

22 March 2019

Dear Councillor,

Please attend a meeting of the EMPLOYMENT AND GENERAL COMMITTEE to be held on MONDAY, 1 APRIL 2019 at 10.00 am in Committee Room 2, Town Hall, Rose Hill, Chesterfield, the agenda for which is set out below.

AGENDA

Part 1(Public Information)

1. Declarations of Members' and Officers' Interests relating to Items on the Agenda
2. Apologies for Absence
3. Minutes (Pages 3 - 4)
4. Discretions Policy (Pages 5 - 14)
5. Implementation of the 2019 National Pay Award (Pages 15 - 34)

Yours sincerely,

A handwritten signature in black ink, appearing to read "Randy".

Local Government and Regulatory Law Manager and Monitoring Officer

EMPLOYMENT AND GENERAL COMMITTEE

Monday, 18th March, 2019

Present:-

Councillor Burrows (Chair)

Councillors Simmons
Blank

Councillors Davenport

*Matters dealt with under the Delegation Scheme

84 **DECLARATIONS OF MEMBERS' AND OFFICERS' INTERESTS
RELATING TO ITEMS ON THE AGENDA**

No declarations of interest were received.

85 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor J Innes.

86 **MINUTES**

RESOLVED –

That the Minutes of the Meeting of the Committee held on 21 January, 2019 be approved as a correct record and signed by the Chair.

87 **DISCIPLINARY POLICY**

The HR Business Partner submitted a report recommending for approval the updated Disciplinary Policy.

The need for an updated policy had been identified to include the option of a Level 2 first written warning without the need for a hearing and to use CCTV as evidence during an investigation or hearing.

The draft policy had been presented and approved by the Employer – Trade Union Committee on 28 January, 2019.

***RESOLVED –**

That the Disciplinary Policy be approved.

88 LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF PUBLIC

RESOLVED –

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Act.

89 MINUTES OF THE EMPLOYER / TRADE UNION COMMITTEE

The Minutes of the Employer/Trade Union Committee held on 28 January, 2019 were considered.

RESOLVED –

That the Minutes be received and noted.

90 MINUTES OF THE COUNCIL HEALTH AND SAFETY COMMITTEE

The Minutes of the meeting of the Council Health and Safety Committee held on 20 February, 2019 were submitted.

RESOLVED –

That the Minutes and the Corporate Accidents and Work-Related Ill Health Incidents Report be received and noted.

For Publication

Discretions Policy

Meeting: Employment And General Committee

Date: 1 April 2019

Report By: Sandy Gillham-Hardy, Hr Business Partner

1.0 Purpose of Report

To provide information regarding the updated Discretions policy and to recommend for approval.

2.0 Background

To advise the committee on the legal requirement for Chesterfield Borough Council to formulate, publish and keep under review a statement of policy on discretions relating to the Local Government Pension Scheme (LGPS). The policy should be published by 14 May 2019.

As a participating employer in the LGPS in England or Wales, Chesterfield Borough Council (the Council) must formulate, publish and keep under review a statement of policy on:

- All mandatory discretions which the Council have the power to exercise in relation to members of the CARE Scheme and earlier schemes;
- All other non-mandatory discretions they may exercise in relation to members of the LGPS.

3.0 Proposed Procedure

The revised Discretions policy is attached for information. There have been no changes since the last Discretions policy and one addition regarding the calculation of Assumed Pensionable Pay.

4.0 Employer - Trade Union Committee

The proposed policy was submitted to the Employer trade union Committee on 25 March 2019 and was endorsed for submission to Employment and General Committee.

5.0 Recommendation

That the revised Discretions Policy be approved.

For further information on this report, contact Kate Harley.

DISCRETIONS POLICY

Prepared by: Human Resources

Date: March 2019

For review: March 2022

14/03/19 Version 2

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SECTION 1: GENERAL GUIDING PRINCIPLES

POLICY STATEMENT

The Local Government Pension Scheme (LGPS) in England and Wales was amended from 1 April 2014 so that benefits for service after 31 March 2014, build-up on a defined benefit career average revalued earnings (CARE) basis, rather than on a defined benefit final salary basis.

The provisions of the CARE scheme, together with the protections for members' pre 1 April 2014 final salary rights, are contained in the Local Government Pension Scheme Regulations 2013 [SI 2013/2356] and the Local Government Pension Scheme (Transitional Provisions, Savings and Amendment) Regulations 2014 [SI 2014/525].

As a participating employer in the LGPS in England or Wales, Chesterfield Borough Council (the Council) must formulate, publish and keep under review a statement of policy on:

- All mandatory discretions which the Council have the power to exercise in relation to members of the CARE Scheme and earlier schemes;
- All other non-mandatory discretions they may exercise in relation to members of the LGPS.

SCOPE

The policy applies to all employees of Chesterfield Borough Council who are current, former (or eligible to be) members of the Local Government Pension Scheme. For the avoidance of any doubt this policy does not apply to elected members.

It should be noted that that none of the following discretionary powers is a contractual benefit or entitlement but instead decisions are made at the sole discretion of the Council within its current published policies which may be reviewed and amended at any time by the Council, again at its sole discretion.

PRINCIPLES

The Council are required to act with prudence and propriety in respect of early retirement and pension issues and this policy will be applied to ensure:

- Fairness and equity funding and contribution levels are adequate to meet future demands
- It is workable, affordable and reasonable, especially with regard to foreseeable costs
- Elected members are made aware of the financial consequences of decisions
- The age, skills and experience profile of the Council is balanced
- It is non-discriminatory
- It avoids setting a policy which may lead to a serious loss of confidence in the public service.

This policy is issued by way of guidance on the council's policy and practice. It does not form part of an employee's contract of employment or otherwise have any contractual effect.

In the table below:

- "The Scheme" or "the Pension Scheme" means the LGPS and "the Fund" or "the Pension Fund" means the fund maintained under the LGPS;
- "Member" means a member of the LGPS;
- "Active member" means a member in employment and paying, or treated as paying, contributions to the LGPS, or absent from employment for a reason mentioned in Regulation 11 of the Pensions Regulations;

- References to a member with transitional protection are those who can count membership accrued before 1 October 2006 and who have statutory transitional protection under the Transitional Regulations, wholly or partly, from changes that would otherwise be made to their pension entitlements and/or from actuarial reductions that would otherwise be applied to their pension benefits as a result of the coming into force of the Pensions Regulations on 1 April 2014;
- References to a member meeting “the 85 year rule” are those a members whose age in whole years when added to the member’s total membership in whole years is 85 years or more.

The power to exercise and to take any decision in relation to the each of the discretions is delegated to the Chief Executive as advised by the Head of Human Resources.

This policy is intended to comply with the Council’s duties under Regulation 60 of the Pensions Regulations and Regulation 7 of the Compensation Regulations.

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SECTION 2: PROCEDURE

Chesterfield Borough Council pension discretions– the schedule below is to be read in conjunction with guidance found at: <http://lgpsregs.org/resources/guidesetc.php> and Derbyshire Pension Fund Employers Discretions guidance at <https://derbyshirepensionfund.org.uk/employers/good-practice/employer-discretions.aspx>

Discretion	Regulation reference	DPF Guidance Reference	Discretions Policy
Funding of Additional Pension Contributions	R16(2)(e) & R16(4)(d)	1.1	The Council will not normally exercise this discretion but may consider it under wholly exceptional circumstances, taking into account the business case and foreseeable costs to the employer.
Award of additional pension	R31	1.2	The Council will not normally grant any additional pension to an active member or within 6 months of ceasing to be an active member by reason of redundancy or business efficiency but may consider it under exceptional circumstances, taking into account the business case and foreseeable costs to the employer.
Whether to waive, in whole or in part, actuarial reduction on benefits which a member voluntarily draws before normal pension age	R30(8)	2.1	The Council will not normally exercise this discretion but may consider it under exceptional circumstances, taking into account the business case and foreseeable costs to the employer.
Whether to waive any actuarial reduction on pre and/or post April 2014 benefits paid early on compassionate grounds	TP3(1), TPSch 2, paras 2(1)	2.2	The Council will not normally exercise this discretion but may consider it under exceptional circumstances, taking into account the business case and foreseeable costs to the employer.
Whether to “switch on” the 85 year rule for a member voluntarily drawing benefits on or after age 55 and before age 60.	TPSch 2, paras 1(2) and 2(2)	3	The Council will not normally exercise this discretion but may consider it under exceptional circumstances, taking into account the business case and foreseeable costs to the employer.
Whether all or some benefits can be paid if an employee over 55 reduces their hours or grade (flexible retirement)	R30(6) & TP11(2)	4	The Council will consider employee requests to take flexible retirement on a case by case basis after taking into factors such as service delivery and any costs that may apply. The Council’s

Discretion	Regulation reference	DPF Guidance Reference	Discretions Policy
			policy is that all pension benefits are to be paid for cases agreed on reduction of hours or grade.
Whether to waive, in whole or in part, actuarial reduction on benefits paid on flexible retirement	R30(8)	4 and/or 2.1	The Council will not normally waive the actuarial reduction for routine flexible retirements but will consider on a case by case basis waiving in whole or part for workforce reduction flexible retirements.
Whether to waive, on compassionate grounds, the actuarial reduction applied to deferred benefits paid early under B30	B30(5), TPSch 2, para 2(1)	2.2	The Council will not normally exercise this discretion but may consider it under exceptional circumstances, taking into account the business case and foreseeable costs to the employer.
Whether to waive, on compassionate grounds, the actuarial reduction applied to benefits paid early under B30A for a suspended tier 3 member.	B30A(5), TPSch 2, para 2(1)	2.2	The Council will not normally exercise this discretion but may consider it under exceptional circumstances, taking into account the business case and foreseeable costs to the employer.
Whether to “switch on” the 85 year rule for a deferred member voluntarily drawing benefits on or after age 55 and before age 60.	TPSch 2, paras 1(2) and 1(1)(c)	3	The Council will not normally exercise this discretion but may consider it under exceptional circumstances, taking into account the business case and foreseeable costs to the employer.
Whether to “switch on” the 85 year rule for a suspended tier 3 member voluntarily drawing benefits on or after age 55 and before age 60.	TPSch 2, paras 1(2) and 1(1)(c)	3	The Council will not normally exercise this discretion but may consider it under exceptional circumstances, taking into account the business case and foreseeable costs to the employer.
Waive, on compassionate grounds, the actuarial reduction applied to deferred benefits paid early.	31(5) & TPSch 2, para 2(1)	2.2	The Council will not normally exercise this discretion but may consider it under exceptional circumstances, taking into account the business case and foreseeable costs to the employer.

Discretion	Regulation reference	DPF Guidance Reference	Discretions Policy
Whether to “switch on” the 85 year rule for a deferred member voluntarily drawing benefits on or after age 55 and before age 60.	TPSch 2, para 1(2) & 1(1)(f) & R60	3	The Council will not normally exercise this discretion but may consider it under exceptional circumstances, taking into account the business case and foreseeable costs to the employer.
Grant application for early payment of deferred benefits on or after age 50 and before age 55.	31(2)	5	The Council will consider early release on a case by case basis, taking into account the business case, HMRC unauthorised payment charges and foreseeable costs to the employer.
Optants out only to get benefits paid from NRD if employer agrees.	31(7A)	6	The Council will allow optants out to only get benefits paid from normal retirement date (NRD)
Grant application for early payment of deferred benefits on or after age 50 on compassionate grounds.	TL4, L106(1) & D11(2)(c)	5	The Council will consider early release on a case by case basis, taking into account the business case, HMRC unauthorised payment charges and foreseeable costs to the employer.
Calculation method of Assumed Pensionable Pay (APP)	LGPS 2018 Amendment Regulations		APP is calculated as an annual rate by totalling pay in the 3 full months before the trigger date, multiplied by 4. The Council use their discretion to pay the member the APP they would have received if they had not been affected by any of the following : <ul style="list-style-type: none"> • Sick leave (reduced or nil contractual pay) • Maternity or Adoption (ordinary and paid additional) • Paid paternity • Paid shared parental leave • Reserved forces service leave

Employer: _____

Name: _____

Signature: _____

Job Title: _____

Date: _____

* Where an Employer chooses to adopt the same discretion as “Example Employer”, it will be deemed that any decisions will be made by the relevant Employers Decision Maker(s) (i.e. Appointed Person(s), Governing Body, Director(s), Cabinet or Committee).

Decision Maker Job Title or name of “Group” responsible	Name (if individuals)
Director of Finance & Resources	

For Publication

Implementation of The 2019 National Pay Award

Meeting: Employment and General Committee

Date: 1 April 2019

Report By: Sandy Gillham-Hardy, HR Business Partner

1.0 Purpose of Report

To provide information regarding the pay award for 2019 and to recommend approval of the implementation of the new pay arrangements.

2.0 Background

A two year pay award was agreed at national level in April 2018. The first stage of the pay award did not necessitate any modifications to the council's pay scale and the percentage increases were implemented for April 2018. The second stage of the pay award (effective from April 2019) is more complex as it involves a renumbering of the national pay spine and requires the aligning the new national pay spine to our locally determined pay grading structure with its associated job evaluation scores.

The pay grades are a key part of the Single Status local agreement so trade union agreement is required prior to the adoption of the new pay spine.

3.0 Proposed Procedure

A two year national pay award for 'green book' employees was agreed at national level in April 2018. For the majority of employees the pay award will lead to a 2% pay increase in April 2018 and a further 2% in April 2019. However, the pay award also included significant 'bottom-loading' (higher increases for a number of the lower pay points) to close a potential future gap with the National Living Wage.

The April 2018 pay increases were implemented and paid leading to the current local pay scale as detailed in Appendix 1. Points 6 to 10 are currently enhanced to £8.75 per hour to reflect the Voluntary Living Wage.

The implementation of the second stage of the national agreement is more complex because the national pay award from April 2019 will require a reconfiguration of the national pay spine and we have had to consider how to match the new national scale to our local single status pay grades along with the potential additional financial costs.

The Council's current grading structure comprises of 14 bands. When the grading structure was implemented the bands were kept to 4 spinal column points (scp) or less following national advice and best practice to avoid age discrimination claims. 10 bands comprise of 4 scp, 3 bands have 3 scp and 1 band has only 1 scp.

During implementation workshops the Council have been advised that it is inevitable that some bands will be single points, there is no requirement to use every scp in a new pay structure and bands can overlap.

New Pay Spine

The national pay award sets out a renumbered national pay spine effective from April 2019 as detailed in Appendix 2 and also details how the existing points should be assimilated. The new national spine merged the bottom 12 points (old scp 6 to

17) into 6 points (new scp 1 to 6) and also introduces 5 new incremental points ie new scp 10, 13, 16, 18 and 21. These have been introduced at national level to even out some of the historic percentage differences between scp from an equality perspective. The incremental steps are around 2% in value up to scp 22, after this the percentage increase is slightly less than 2%.

Effects on the CBC Pay Spine

The merger of the bottom 12 scp into 6 scp immediately reduces the points in bands 1 to 4. Bands 1 and 2 would comprise of one point, bands 3 and 4 would comprise of 2 points each; this is unavoidable unless the Council want to increase the width of the bands and there would therefore be an associated increase in costs in the medium term as employees could progress further in their band. Also the Council could consider the overlap of bands which was specifically removed during single status so would seem a retrograde step at this stage.

The 5 new additional increments would extend the current pay bands 5, 6 and 7 which previously were comprised of 4 points to 5, 7 and 5 points respectively. To avoid age discrimination claims, based on national guidance, bands should be no longer than the base scp plus 5 increments.

The Council created six new local scp, numbers 50 to 55 (bands 13 and 14) when single status was finalised. These local points have been increased by 2% in line with the national pay award.

Currently scp 15 is used as a fixed hourly rate to calculate unsocial hour payments and standby payments regardless of what scp the employee is paid. Likewise, scp 29 is used as a cap for over time to be paid and in exceptional circumstances when paid overtime has been agreed the hourly rate to calculate overtime payments for employees on scp 30 and above is

scp29. There does not seem to be any reason to change the scp used for these 2 payments as the scp still exist in the new pay spine.

A further complication, unknown in terms of its potential impact at this stage, is the Voluntary Living Wage (VLW) going forward which the Council have previously adopted. In the new pay spine the minimum hourly rate is £9.00 per hour which is exactly the same as the current VLW agreed in November 2018 which in previous years the Council have adopted and would normally pay from 1 April 2019. Therefore, there will not be a requirement to pay enhancements for the VLW from 1 April 2019. However when the VLW is reviewed again in Autumn 2019 it is likely to increase and may be more than the national pay spine scp1 so an enhancement may have to be paid again if the Council still opt to pay the VLW from 1 April 2020.

This is an opportunity for the Council to totally restructure the grading system, however this will have an immense impact on the Job Evaluation process and could potentially extend the current bands into a higher range and have a significant cost impact so this option has not been considered or costed.

The Council have been advised by the national negotiators that as a minimum from 1 April 2019 the new pay spine must be used for calculating salaries, however a full restructure does not have to be in place. The Council has been advised to assess the risks if a restructure is not in place for 1 April 2019.

When considering the application of the new national pay spine to the local pay spine the approach has been to stay as close as possible to the national agreement. The proposal for the new local pay spine is attached as Appendix 3.

Assimilation and Increment

There are two approaches on the chronology of assimilation and increments on 1 April 2019, the first is to assimilate first

then increment, the second option is to increment first then assimilate. The two potential approaches produce different outcomes at some pay points. Nationally there is no guidance on how to assimilate employees onto the new spine on 1 April 2019. They have confirmed that either of the approaches are acceptable and the chosen option should be used for the entire workforce.

Consultation with Unions

The trade unions have been consulted on the proposals and consultation has recently been carried out with union members. UNISON and UNITE have submitted the same request for a change which has been accepted. All of the unions aim to have local and national approval of the agreement by the end of March 2019 to enable timely implementation on 1 April 2019.

Equality Impact Assessment

A full Equality Impact Assessment (EIA) has been undertaken and is attached. The EIA aims to assess the future impact of the second stage of the nationally agreed pay award on groups of people by protected characteristic.

The Director of Finance has been involved in developing these proposals and has supported the approach.

4.0 Employer – Trade Union Committee

The proposal was submitted to the Employer trade union Committee on 25 March 2019 and was endorsed for submission to Employment and General Committee.

5.0 Recommendations

That the implementation of the 2019 pay award and local pay spine, from 1 April 2019 as attached at Appendix 3, be approved.

For further information on this report, contact Kate Harley.

SCP	1 April 2017		1 April 2018		1 April 2019			Old SCP[s]
	£ per annum	£ per hour*	£ per annum	£ per hour*	New SCP	£ per annum	£ per hour*	
6	£15,014	£7.78	£16,394	£8.50	1	£17,364	£9.00	6/7
7	£15,115	£7.83	£16,495	£8.55				
8	£15,246	£7.90	£16,626	£8.62	2	£17,711	£9.18	8/9
9	£15,375	£7.97	£16,755	£8.68				
10	£15,613	£8.09	£16,863	£8.74	3	£18,065	£9.36	10/11
11	£15,807	£8.19	£17,007	£8.82				
12	£16,123	£8.36	£17,173	£8.90	4	£18,426	£9.55	12/13
13	£16,491	£8.55	£17,391	£9.01				
14	£16,781	£8.70	£17,681	£9.16	5	£18,795	£9.74	14/15
15	£17,072	£8.85	£17,972	£9.32				
16	£17,419	£9.03	£18,319	£9.50	6	£19,171	£9.94	16/17
17	£17,772	£9.21	£18,672	£9.68				
18	£18,070	£9.37	£18,870	£9.78	7	£19,554	£10.14	18
19	£18,746	£9.72	£19,446	£10.08	8	£19,945	£10.34	19
20	£19,430	£10.07	£19,819	£10.27	9	£20,344	£10.54	20
					10	£20,751	£10.76	
21	£20,138	£10.44	£20,541	£10.65	11	£21,166	£10.97	21
22	£20,661	£10.71	£21,074	£10.92	12	£21,589	£11.19	22
					13	£22,021	£11.41	
23	£21,268	£11.02	£21,693	£11.24	14	£22,462	£11.64	23
24	£21,962	£11.38	£22,401	£11.61	15	£22,911	£11.88	24
					16	£23,369	£12.11	
25	£22,658	£11.74	£23,111	£11.98	17	£23,836	£12.35	25
					18	£24,313	£12.60	
26	£23,398	£12.13	£23,866	£12.37	19	£24,799	£12.85	26
27	£24,174	£12.53	£24,657	£12.78	20	£25,295	£13.11	27
					21	£25,801	£13.37	
28	£24,964	£12.94	£25,463	£13.20	22	£26,317	£13.64	28
29	£25,951	£13.45	£26,470	£13.72	23	£26,999	£13.99	29
30	£26,822	£13.90	£27,358	£14.18	24	£27,905	£14.46	30
31	£27,668	£14.34	£28,221	£14.63	25	£28,785	£14.92	31
32	£28,485	£14.76	£29,055	£15.06	26	£29,636	£15.36	32
33	£29,323	£15.20	£29,909	£15.50	27	£30,507	£15.81	33
34	£30,153	£15.63	£30,756	£15.94	28	£31,371	£16.26	34
35	£30,785	£15.96	£31,401	£16.28	29	£32,029	£16.60	35
36	£31,601	£16.38	£32,233	£16.71	30	£32,878	£17.04	36

SCP	1 April 2017		1 April 2018		1 April 2019			Old SCP[s]
	£ per annum	£ per hour	£ per annum	£ per hour	New SCP	£ per annum	£ per hour	
37	£32,486	£16.84	£33,136	£17.18	31	£33,799	£17.52	37
38	£33,437	£17.33	£34,106	£17.68	32	£34,788	£18.03	38
39	£34,538	£17.90	£35,229	£18.26	33	£35,934	£18.63	39
40	£35,444	£18.37	£36,153	£18.74	34	£36,876	£19.11	40
41	£36,379	£18.86	£37,107	£19.23	35	£37,849	£19.62	41
42	£37,306	£19.34	£38,052	£19.72	36	£38,813	£20.12	42
43	£38,237	£19.82	£39,002	£20.22	37	£39,782	£20.62	43
44	£39,177	£20.31	£39,961	£20.71	38	£40,760	£21.13	44
45	£40,057	£20.76	£40,858	£21.18	39	£41,675	£21.60	45
46	£41,025	£21.26	£41,846	£21.69	40	£42,683	£22.12	46
47	£41,967	£21.75	£42,806	£22.19	41	£43,662	£22.63	47
48	£42,899	£22.24	£43,757	£22.68	42	£44,632	£23.13	48
49	£43,821	£22.71	£44,697	£23.17	43	£45,591	£23.63	49

*hourly rate calculated by dividing annual salary by 52.143 weeks (which is 365 days divided by 7) and then divided by 37 hours (the standard working week in the National Agreement 'Green Book')

APPENDIX 3

Current SCP	1/4/18	£ per hr	Current band	JE points	New SCP	1/4/19	£ per hr	PROPOSAL
6*	16,394	8.50	1	250 - 279	1	17,364	9.00	1
7*	16,495	8.55	2	280				
8*	16,626	8.62	2	new 281	2	17,711	9.18	2
9*	16,755	8.68	2	291				
10*	16,863	8.74	3	292	3	18,065	9.36	3
11	17,007	8.82	3					
12	17,173	8.90	3		4	18,426	9.55	
13	17,391	9.01	3	330				
14	17,681	9.16	4	331	5	18,795	9.74	4
15	17,972	9.32	4					
16	18,319	9.50	4		6	19,171	9.94	
17	18,672	9.68	4	378				
18	18,870	9.78	5	379	7	19,554	10.14	5
19	19,446	10.08	5		8	19,945	10.34	
20	19,819	10.27	5		9	20,344	10.54	
					10	20,751	10.76	
21	20,541	10.65	5	417	11	21,166	10.97	
22	21,074	10.92	6	418	12	21,589	11.19	Not USE
					13	22,021	11.41	6
23	21,693	11.24	6		14	22,462	11.64	
24	22,401	11.61	6		15	22,911	11.88	
					16	23,369	12.11	
25	23,111	11.98	6	435	17	23,836	12.35	
					18	24,313	12.60	
26	23,866	12.37	7	436	19	24,799	12.85	7
27	24,657	12.78	7		20	25,295	13.11	
					21	25,801	13.37	
28	25,463	13.20	7		22	26,317	13.64	
29	26,470	13.72	7	473	23	26,999	13.99	
30	27,358	14.18	8	474	24	27,905	14.46	8
31	28,221	14.63	8		25	28,785	14.92	
32	29,055	15.06	8		26	29,636	15.36	
33	29,909	15.50	8	502	27	30,507	15.81	
34	30,756	15.94	9	503	28	31,371	16.26	9
35	31,401	16.28	9		29	32,029	16.60	
36	32,233	16.71	9	562	30	32,878	17.04	
37	33,136	17.18	10	563	31	33,799	17.52	10
38	34,106	17.68	10		32	34,788	18.03	
39	35,229	18.26	10		33	35,934	18.63	
40	36,153	18.74	10	588	34	36,876	19.11	
41	37,107	19.23	11	589	35	37,849	19.62	11
42	38,052	19.72	11		36	38,813	20.12	
43	39,002	20.22	11		37	39,782	20.62	
44	39,961	20.71	11	624	38	40,760	21.13	
45	40,858	21.18	12	625	39	41,675	21.60	12

46	41,846	21.69	12		40	42,683	22.12	
47	42,806	22.19	12		41	43,662	22.63	
48	43,757	22.68	12	664	42	44,632	23.13	
49	44,697	23.17	13	665	43	45,591	23.63	13
50	45,596	23.63	13		44	46,508	24.11	
51	46,533	24.12	13	714	45	47,464	24.60	
52	47,446	24.59	14	715	46	48,395	25.08	14
53	48,380	25.08	14		47	49,348	25.58	
54	49,296	25.55	14		48	50,282	26.06	
55	50,217	26.03	14	760	49	51,221	26.55	

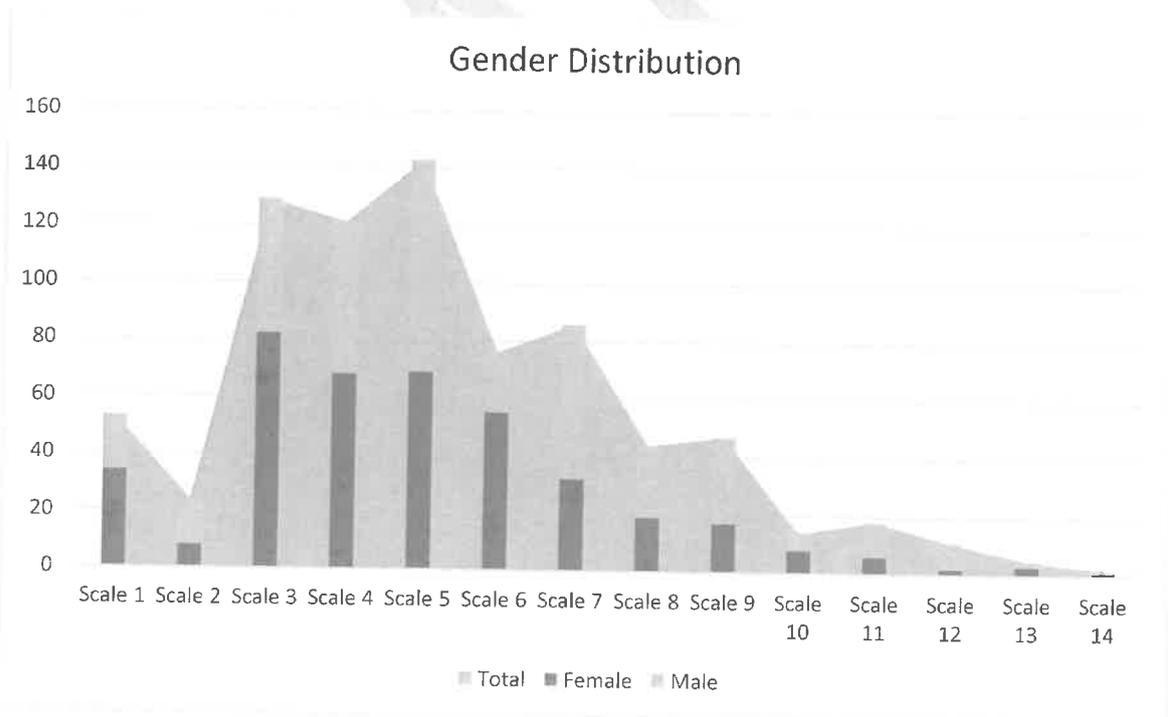
12 Equality Analysis

12.1 The Council provided six protected characteristics for the equality analysis and these were Sex, Disability, Race, Religion, Sexual Orientation and Age. The analysis for all protected characteristics (except age) uses the same method of analysis. This is where the average pay of one characteristic is compared to the opposite (for example, female pay compared to male pay, Disabled pay compared to non-disabled etc...). This is not possible for age, so each age category has been compared to the overall average pay in the grade and significant differences highlighted. All the analysis follows the Equality & Human Rights Commission's guidance where, patterns of differences greater than +/-3% (but below +/-5%) require further investigation. In this report these have been coloured coded 'Amber'. Individual differences greater than +/-5% require further investigation and these have been colour-coded 'Red'.

Sex

12.2 The Council's gender profile is as follows:

Grade	Female	Male	Female	Male	Total
Scale 1	34	19	4.4%	2.5%	53
Scale 2	8	16	1.0%	2.1%	24
Scale 3	82	47	10.6%	6.1%	129
Scale 4	68	53	8.8%	6.9%	121
Scale 5	69	74	8.9%	9.6%	143
Scale 6	55	21	7.1%	2.7%	76
Scale 7	32	54	4.1%	7.0%	86
Scale 8	19	25	2.5%	3.2%	44
Scale 9	17	30	2.2%	3.9%	47
Scale 10	8	6	1.0%	0.8%	14
Scale 11	6	12	0.8%	1.6%	18
Scale 12	2	9	0.3%	1.2%	11
Scale 13	3	2	0.4%	0.3%	5
Scale 14	1	1	0.1%	0.1%	2
Total	404	369	52.3%	47.7%	773



Grade	Option One			Option One (a)			Option Three (a)		
	F	M	F pay as % of M	F	M	F pay as % of M	F	M	F pay as % of M
Scale 1	17,364	17,364	100.0%	17,364	17,364	100.0%	17,364	17,364	100.0%
Scale 2	17,711	17,711	100.0%	17,711	17,711	100.0%	18,065	18,065	100.0%
Scale 3	18,426	18,426	100.0%	18,426	18,426	100.0%	18,795	18,795	100.0%
Scale 4	19,171	19,171	100.0%	19,171	19,171	100.0%	19,554	19,554	100.0%
Scale 5	20,738	20,801	99.7%	20,738	20,801	99.7%	20,808	20,860	99.7%
Scale 6	23,521	23,314	100.9%	23,521	23,314	100.9%	23,577	23,398	100.8%
Scale 7	26,508	26,721	99.2%	26,508	26,721	99.2%	26,508	26,721	99.2%
Scale 8	30,234	30,334	99.7%	30,234	30,334	99.7%	30,234	30,334	99.7%
Scale 9	32,728	32,821	99.7%	32,728	32,821	99.7%	32,728	32,821	99.7%
Scale 10	36,615	36,528	100.2%	36,615	36,528	100.2%	36,615	36,528	100.2%
Scale 11	40,760	40,516	100.6%	40,760	40,516	100.6%	40,760	40,516	100.6%
Scale 12	43,662	43,770	99.8%	43,662	43,770	99.8%	43,662	43,770	99.8%
Scale 13	47,464	47,464	100.0%	47,464	47,464	100.0%	47,464	47,464	100.0%
Scale 14	51,221	51,221	100.0%	51,221	51,221	100.0%	51,221	51,221	100.0%
Total	22,447	24,270	92.5%	22,447	24,270	92.5%	22,613	24,404	92.7%

12.3 The analysis demonstrates that none of the pay options are considered to be an equal pay risk in relation to sex. Equal pay legislation is concerned with the equality of terms for jobs of equal value. Where the jobs are of equal value (determined by job evaluation and placed in a grade) the job holders are being treated equally and as the table above shows the pay of men and women is equal in each grade in all options.

Disability

12.4 The disability profiles of the Council is as follows (excluding 'unknown'):

Grade	No	Yes	% No	% Yes
Scale 1	48	4	6.6%	0.5%
Scale 2	23	1	3.2%	0.1%
Scale 3	112	7	15.4%	1.0%
Scale 4	101	14	13.9%	1.9%
Scale 5	125	11	17.1%	1.5%
Scale 6	68	4	9.3%	0.5%
Scale 7	67	10	9.2%	1.4%
Scale 8	39	3	5.3%	0.4%
Scale 9	39	6	5.3%	0.8%
Scale 10	11	1	1.5%	0.1%
Scale 11	16	1	2.2%	0.1%
Scale 12	11		1.5%	0.0%
Scale 13	5		0.7%	0.0%
Scale 14	2		0.3%	0.0%
Total	667	62	91.5%	8.5%

Grade	Option One			Option One (a)			Option Three (a)		
	No	Yes	Dis Pay as % of Non-Dis	No	Yes	Dis Pay as % of Non-Dis	No	Yes	Dis Pay as % of Non-Dis
Scale 1	17,364	17,364	100.0%	17,364	17,364	100.0%	17,364	17,364	100.0%
Scale 2	17,711	17,711	100.0%	17,711	17,711	100.0%	18,065	18,065	100.0%
Scale 3	18,426	18,426	100.0%	18,426	18,426	100.0%	18,795	18,795	100.0%
Scale 4	19,171	19,171	100.0%	19,171	19,171	100.0%	19,554	19,554	100.0%
Scale 5	20,766	20,758	100.0%	20,766	20,758	100.0%	20,826	20,866	100.2%
Scale 6	23,500	22,475	95.6%	23,500	22,475	95.6%	23,552	22,806	96.8%
Scale 7	26,609	26,829	100.8%	26,609	26,829	100.8%	26,609	26,829	100.8%
Scale 8	30,308	30,507	100.7%	30,308	30,507	100.7%	30,308	30,507	100.7%
Scale 9	32,791	32,878	100.3%	32,791	32,878	100.3%	32,791	32,878	100.3%
Scale 10	36,686	36,876	100.5%	36,686	36,876	100.5%	36,686	36,876	100.5%
Scale 11	40,577	40,760	100.5%	40,577	40,760	100.5%	40,577	40,760	100.5%
Scale 12	43,750		0.0%	43,750		0.0%	43,750		0.0%
Scale 13	47,464		0.0%	47,464		0.0%	47,464		0.0%
Scale 14	51,221		0.0%	51,221		0.0%	51,221		0.0%
Total	23,316	23,185	99.4%	23,316	23,185	99.4%	23,465	23,360	99.6%

12.5 The analysis shows there is just one grade (Scale 6) that has been highlighted as amber as the % difference between disabled and non-disabled employees is greater than +/-3% but less than +/-5%. As this is just one instance and is not greater than +/-5% there is no cause for concern. Although start date was not included in the data set it is likely that the disabled employees highlighted are relatively new recruits and as such will be at or near the grade minimum. Overall, there is no cause for concern with any of the three options above.

Race

12.6 The Race profile of the Council is as follows:

Grade	BAME	White British	BAME %	White British %
Scale 1	5	48	0.7%	6.4%
Scale 2		23	0.0%	3.1%
Scale 3	6	116	0.8%	15.5%
Scale 4	5	114	0.7%	15.2%
Scale 5	5	134	0.7%	17.9%
Scale 6	1	73	0.1%	9.7%
Scale 7	4	80	0.5%	10.7%
Scale 8	1	41	0.1%	5.5%
Scale 9	2	44	0.3%	5.9%
Scale 10		13	0.0%	1.7%
Scale 11		17	0.0%	2.3%
Scale 12		11	0.0%	1.5%
Scale 13		5	0.0%	0.7%
Scale 14		2	0.0%	0.3%
Total	29	721	3.9%	96.1%

Grade	Option One			Option One (a)			Option Three (a)		
	BAME	White	BAME Pay as % of White	BAME	White	BAME Pay as % of White	BAME	White	BAME Pay as % of White
Scale 1	17,364	17,364	100.0%	17,364	17,364	100.0%	17,364	17,364	100.0%
Scale 2		17,711	0.0%		17,711	0.0%		18,065	0.0%
Scale 3	18,426	18,426	100.0%	18,426	18,426	100.0%	18,795	18,795	100.0%
Scale 4	19,171	19,171	100.0%	19,171	19,171	100.0%	19,554	19,554	100.0%
Scale 5	20,753	20,769	99.9%	20,753	20,769	99.9%	20,753	20,837	99.6%
Scale 6	23,369	23,454	99.6%	23,369	23,454	99.6%	23,369	23,521	99.4%
Scale 7	26,147	26,658	98.1%	26,147	26,658	98.1%	26,147	26,658	98.1%
Scale 8	30,507	30,275	100.8%	30,507	30,275	100.8%	30,507	30,275	100.8%
Scale 9	32,454	32,801	98.9%	32,454	32,801	98.9%	32,454	32,801	98.9%
Scale 10		36,715	0.0%		36,715	0.0%		36,715	0.0%
Scale 11		40,588	0.0%		40,588	0.0%		40,588	0.0%
Scale 12		43,750	0.0%		43,750	0.0%		43,750	0.0%
Scale 13		47,464	0.0%		47,464	0.0%		47,464	0.0%
Scale 14		51,221	0.0%		51,221	0.0%		51,221	0.0%
Total	21,392	23,390	91.5%	21,392	23,390	91.5%	21,534	23,541	91.5%

12.7 The analysis shows there are no highlighted grades and as such there is no concern with any of the three options in relation to race.

Religion

12.8 The Religion profile of the Council is as follows:

Grade	Christian	Non-Christian	Christian	Non-Christian
Scale 1	30	19	4.3%	2.7%
Scale 2	12	11	1.7%	1.6%
Scale 3	63	53	9.0%	7.6%
Scale 4	68	47	9.7%	6.7%
Scale 5	63	67	9.0%	9.6%
Scale 6	38	29	5.4%	4.1%
Scale 7	52	26	7.4%	3.7%
Scale 8	20	16	2.9%	2.3%
Scale 9	24	16	3.4%	2.3%
Scale 10	4	7	0.6%	1.0%
Scale 11	9	8	1.3%	1.1%
Scale 12	9	2	1.3%	0.3%
Scale 13	2	3	0.3%	0.4%
Scale 14	1	1	0.1%	0.1%
Total	395	305	56.4%	43.6%

Grade	Option One			Option One (a)			Option Three (a)		
	Christian	Non-Christian	NC Pay as % of Christian	Christian	Non-Christian	NC Pay as % of Christian	Christian	Non-Christian	NC Pay as % of Christian
Scale 1	17,364	17,364	100.0%	17,364	17,364	100.0%	17,364	17,364	100.0%
Scale 2	17,711	17,711	100.0%	17,711	17,711	100.0%	18,065	18,065	100.0%
Scale 3	18,426	18,426	100.0%	18,426	18,426	100.0%	18,795	18,795	100.0%
Scale 4	19,171	19,171	100.0%	19,171	19,171	100.0%	19,554	19,554	100.0%
Scale 5	20,796	20,695	99.5%	20,796	20,695	99.5%	20,865	20,766	99.5%
Scale 6	23,680	23,065	97.4%	23,680	23,065	97.4%	23,703	23,201	97.9%
Scale 7	26,789	26,329	98.3%	26,789	26,329	98.3%	26,789	26,329	98.3%
Scale 8	30,377	30,183	99.4%	30,377	30,183	99.4%	30,377	30,183	99.4%
Scale 9	32,772	32,825	100.2%	32,772	32,825	100.2%	32,772	32,825	100.2%
Scale 10	36,876	36,876	100.0%	36,876	36,876	100.0%	36,876	36,876	100.0%
Scale 11	40,651	40,517	99.7%	40,651	40,517	99.7%	40,651	40,517	99.7%
Scale 12	43,770	43,662	99.8%	43,770	43,662	99.8%	43,770	43,662	99.8%
Scale 13	47,464	47,464	100.0%	47,464	47,464	100.0%	47,464	47,464	100.0%
Scale 14	51,221	51,221	100.0%	51,221	51,221	100.0%	51,221	51,221	100.0%
Total	23,414	22,996	98.2%	23,414	22,996	98.2%	23,563	23,160	98.3%

12.9 The analysis shows there are no highlighted grades and as such there is no concern with any of the three options in relation to religion.

Sexual Orientation

12.10 The Sexual Orientation profile of the Council is as follows:

Grade	Heterosexual	Non-Heterosexual	Heterosexual	Non-Heterosexual
Scale 1	27		6.5%	0.0%
Scale 2	11		2.7%	0.0%
Scale 3	69	1	16.7%	0.2%
Scale 4	65		15.7%	0.0%
Scale 5	79	4	19.1%	1.0%
Scale 6	40	1	9.7%	0.2%
Scale 7	43	1	10.4%	0.2%
Scale 8	20	2	4.8%	0.5%
Scale 9	24	1	5.8%	0.2%
Scale 10	5		1.2%	0.0%
Scale 11	11	1	2.7%	0.2%
Scale 12	5		1.2%	0.0%
Scale 13	2		0.5%	0.0%
Scale 14	1		0.2%	0.0%
Total	402	11	97.3%	2.7%

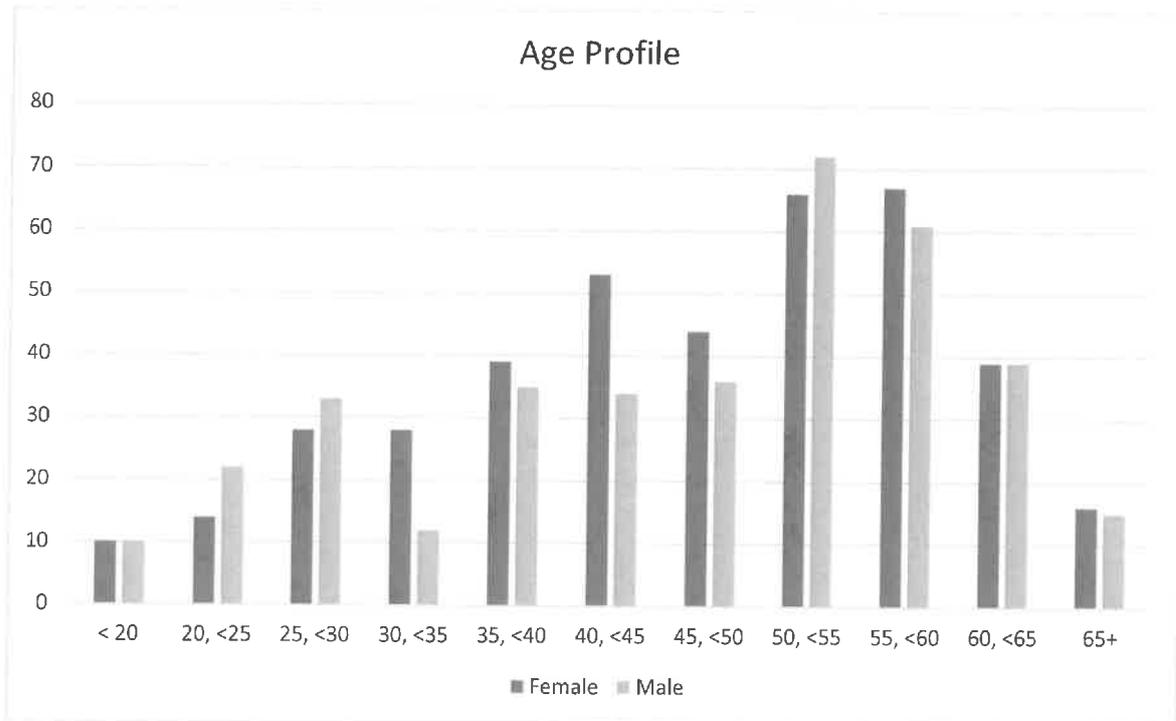
Grade	Option One			Option One (a)			Option Three (a)		
	H/sexual	Non-H/sexual	N-H/S Pay as % of H/S Pay	H/sexual	Non-H/sexual	N-H/S Pay as % of H/S Pay	H/sexual	Non-H/sexual	N-H/S Pay as % of H/S Pay
Scale 1	17,364		0.0%	17,364		0.0%	17,364		0.0%
Scale 2	17,711		0.0%	17,711		0.0%	18,065		0.0%
Scale 3	18,426	18,426	100.0%	18,426	18,426	100.0%	18,795	18,795	100.0%
Scale 4	19,171		0.0%	19,171		0.0%	19,554		0.0%
Scale 5	20,647	20,246	98.1%	20,647	20,246	98.1%	20,728	20,446	98.6%
Scale 6	23,265	23,836	102.5%	23,265	23,836	102.5%	23,364	23,836	102.0%
Scale 7	26,408	25,801	97.7%	26,408	25,801	97.7%	26,408	25,801	97.7%
Scale 8	30,204	29,646	98.2%	30,204	29,646	98.2%	30,204	29,646	98.2%
Scale 9	32,772	32,878	100.3%	32,772	32,878	100.3%	32,772	32,878	100.3%
Scale 10	36,458		0.0%	36,458		0.0%	36,458		0.0%
Scale 11	40,760	40,760	100.0%	40,760	40,760	100.0%	40,760	40,760	100.0%
Scale 12	43,662		0.0%	43,662		0.0%	43,662		0.0%
Scale 13	47,464		0.0%	47,464		0.0%	47,464		0.0%
Scale 14	51,221		0.0%	51,221		0.0%	51,221		0.0%
Total	23,045	25,634	111.2%	23,045	25,634	111.2%	23,206	25,740	110.9%

12.11 The analysis shows there are no highlighted grades and as such there is no concern with any of the three options in relation to sexual orientation.

Age

12.12 The Council's Age profile is as follows:

Age Category	Female	Male	Total
< 20	10	10	36
20, <25	14	22	61
25, <30	28	33	40
30, <35	28	12	74
35, <40	39	35	87
40, <45	53	34	80
45, <50	44	36	138
50, <55	66	72	128
55, <60	67	61	78
60, <65	39	39	31
65+	16	15	20
Total	404	369	773



12.13 The age analysis for Option One is shown in the table below. The average pay for each age category for each grade has been calculated and expressed as a percentage of the overall average for the grade.

Grade	< 20	20, <25	25, <30	30, <35	35, <40	40, <45	45, <50	50, <55	55, <60	60, <65	65+
Scale 1	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Scale 2	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Scale 3	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Scale 4	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Scale 5	0.0%	98.4%	99.3%	99.2%	100.2%	100.0%	100.2%	100.8%	100.7%	100.1%	98.6%
Scale 6	0.0%	101.3%	99.3%	99.1%	99.0%	99.8%	99.4%	100.9%	100.7%	99.9%	0.0%
Scale 7	0.0%	96.8%	96.8%	99.8%	97.3%	99.6%	100.6%	100.6%	100.8%	100.7%	101.3%
Scale 8	0.0%	0.0%	95.0%	100.7%	99.5%	98.6%	99.3%	100.7%	100.5%	100.7%	0.0%
Scale 9	0.0%	0.0%	100.3%	0.0%	99.6%	100.3%	100.3%	99.8%	100.3%	99.8%	100.3%
Scale 10	0.0%	0.0%	0.0%	0.0%	98.0%	100.8%	98.0%	100.8%	100.8%	100.8%	0.0%
Scale 11	0.0%	0.0%	0.0%	0.0%	100.4%	99.9%	100.4%	100.4%	98.8%	100.4%	0.0%
Scale 12	0.0%	0.0%	0.0%	0.0%	0.0%	99.8%	99.8%	99.8%	100.4%	99.8%	0.0%
Scale 13	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	100.0%	0.0%	0.0%	0.0%
Scale 14	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	100.0%	0.0%	0.0%

12.14 The analysis shows just three instances where the average pay of employees greater than +/- 3% but less than +/-5%. These instances are in younger age categories where it stands to reason that younger, less experienced employees have not yet moved through the grade for their job as far as older more experienced employees.

12.15 The age analysis for Option One (a) is shown in the table below. The average pay for each age category for each grade has been calculated and expressed as a percentage of the overall average for the grade.

Grade	< 20	20, <25	25, <30	30, <35	35, <40	40, <45	45, <50	50, <55	55, <60	60, <65	65+
Scale 1	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Scale 2	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Scale 3	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Scale 4	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Scale 5	0.0%	97.8%	99.5%	99.1%	100.4%	99.9%	100.2%	101.0%	100.8%	99.9%	98.0%
Scale 6	0.0%	101.6%	99.6%	98.8%	98.7%	99.7%	99.2%	101.2%	100.9%	99.7%	0.0%
Scale 7	0.0%	96.8%	96.8%	99.8%	97.3%	99.6%	100.6%	100.6%	100.8%	100.7%	101.3%
Scale 8	0.0%	0.0%	95.0%	100.7%	99.5%	98.6%	99.3%	100.7%	100.5%	100.7%	0.0%
Scale 9	0.0%	0.0%	100.3%	0.0%	99.6%	100.3%	100.3%	99.8%	100.3%	99.8%	100.3%
Scale 10	0.0%	0.0%	0.0%	0.0%	98.0%	100.8%	98.0%	100.8%	100.8%	100.8%	0.0%
Scale 11	0.0%	0.0%	0.0%	0.0%	100.4%	99.9%	100.4%	100.4%	98.8%	100.4%	0.0%
Scale 12	0.0%	0.0%	0.0%	0.0%	0.0%	99.8%	99.8%	99.8%	100.4%	99.8%	0.0%
Scale 13	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	100.0%	0.0%	0.0%	0.0%
Scale 14	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	100.0%	0.0%	0.0%

12.16 The analysis shows just three instances where the average pay of employees greater than +/- 3% but less than +/-5%. These instances are in younger age categories where it stands to reason that younger, less experienced employees have not yet moved through the grade for their job as far as older more experienced employees.

12.17 The age analysis for Option Three (a) is shown in the table below. The average pay for each age category for each grade has been calculated and expressed as a percentage of the overall average for the grade.

Grade	< 20	20, <25	25, <30	30, <35	35, <40	40, <45	45, <50	50, <55	55, <60	60, <65	65+
Scale 1	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Scale 2	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Scale 3	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Scale 4	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Scale 5	0.0%	98.4%	99.3%	99.2%	100.2%	100.0%	100.2%	100.8%	100.7%	100.1%	98.6%
Scale 6	0.0%	101.3%	99.3%	99.1%	99.0%	99.8%	99.4%	100.9%	100.7%	99.9%	0.0%
Scale 7	0.0%	96.8%	96.8%	99.8%	97.3%	99.6%	100.6%	100.6%	100.8%	100.7%	101.3%
Scale 8	0.0%	0.0%	95.0%	100.7%	99.5%	98.6%	99.3%	100.7%	100.5%	100.7%	0.0%
Scale 9	0.0%	0.0%	100.3%	0.0%	99.6%	100.3%	100.3%	99.8%	100.3%	99.8%	100.3%
Scale 10	0.0%	0.0%	0.0%	0.0%	98.0%	100.8%	98.0%	100.8%	100.8%	100.8%	0.0%
Scale 11	0.0%	0.0%	0.0%	0.0%	100.4%	99.9%	100.4%	100.4%	98.8%	100.4%	0.0%
Scale 12	0.0%	0.0%	0.0%	0.0%	0.0%	99.8%	99.8%	99.8%	100.4%	99.8%	0.0%
Scale 13	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	100.0%	0.0%	0.0%	0.0%
Scale 14	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	100.0%	0.0%	0.0%

12.18 The analysis shows just three instances where the average pay of employees greater than +/- 3% but less than +/-5%. These instances are in younger age categories where it stands to reason that younger, less experienced employees have not yet moved through the grade for their job as far as older more experienced employees.

Summary

12.19 Overall, there are no equality concerns with the three options analysed. All provide equal pay for work of equal value, as determined by the Council's job evaluation and grade structure. Any pay differences found were less than +/-3% except for three occasions in the age analysis and one occasion in the disability analysis. No pay differences were greater than +/-5%.

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