

Staff payment levels

Under the terms of the Freedom of Information Act, we would like to request a series of data which will be held by your Payroll or Finance team.

We are compiling a historical view of public sector pay, and will be tracking its changes during the application of the government's austerity measures.

To the best of our knowledge, the information is not freely available elsewhere.

We have grouped staff into 15 levels and would like to know what your total spend for each level of staff was, by month, for the last 6 financial years.

Additionally to this, we would like to know how many staff you employed within each of the groups, by month for the last 6 financial years. Staff should be categorised according to their substantive post and basic salary. The groups of staff are

NON-EDUCATIONAL STAFF**Chief Executive**

The Chief Executive

Executive Director

Staff who are responsible for an entire directorate or division within the organisation. Staff at this level will report directly to the Chief Executive.

Senior Management

Typically those who manage a full service within the organisation and are one step down from an executive director and will receive a standard pay higher than SCP49

Middle Management

Typically those on SCP 35 to 49

Administrative / Junior Management

Typically those on SCP 29 to 34

Operation / Front Line

Typically those on SCP 4 to 28

Elected Member (Non Executive)

Councillors and MP's who are elected to their position, however, do not have any specific lead operational role within the organisation.

Elected Member (Executive)

Councillors and MP's who are elected to their position and hold a lead operational role within the organisation, often referred to as Lead Member.

Consultant

Staff not directly employed by the organisation, who offer a specific skill for a period of time. This does not include temporary agency staff.

EDUCATIONAL STAFF

Head Teacher

Deputy Head Teacher

Department Head

Teacher considered being head of department, subject lead, or head of year

Teacher

Teaching Staff, who are not head of department / subject lead

Class Room Assistant

Staff employed to support teachers in a live teaching environment

Admin / Support Staff

Other staff within schools that are not included in the previous categories

No single post should be included in more than one of the groups, and all posts within the organisation should fit into one of the groups.

When compiling the monthly spend, we would ask you include all remuneration amounts, including base salary, honorariums, bonuses, performance related pay, regional weighting (London Weighting) employer pension contributions, recruitment and retention, redundancy payments, and any other financial allowances. All figures should be reported pre-tax.

Direct expenses, such as mileage claims or petty cash reimbursements should not be included. Also, please do not include any employer tax contributions.

I attach the information you requested on staff and Member remuneration under the Freedom of Information Act 2000 (see additional information to request 1527).

Section 12 of the Act makes provision for public authorities to refuse requests for information where the cost of dealing with them would exceed the appropriate limit, which for local government is set at £450. This represents the estimated cost of one person spending 2.5 working days in determining whether the department holds the information, locating, retrieving and extracting the

information.

The Council does not hold central records on the cost of employing consultants as defined in the request on a monthly basis, particularly as such work is often invoiced in arrears and may be coded to a number of different account codes within the financial management system. The information could only be obtained from a detailed manual review of transactions. We estimate that it would take us in excess of 2.5 working days for the Council's Heads of Service to determine appropriate material and locate, retrieve and extract the information in reference to your request. Therefore, this aspect of your request will not be processed further.

Further queries on this matter should be directed to Charity Main at charity.main@cambridge.gov.uk