

The County Council has agreed a minimum pay award of £400 pro rata and to raise the minimum hourly rate to £7.70, which is higher than the National Living Wage of £7.50, effective from April. There will also be a 1% increase to the minimum and maximum of the grades. This and the percentage awards for TCP this year have required the County Council to agree to fund an overall pay expenditure increase of 2.3% from 1 April 2017. The importance of recognising the significant contribution KCC employees continue to make, particularly in the ongoing and difficult financial circumstances, is understood and appreciated. Following the annual Local Pay Bargaining process, the Trades Union have recommended the pay settlement to their members and this has been accepted.

### Total Contribution Pay (TCP) for Kent Scheme Terms and Conditions

The TCP scheme has four appraisal ratings: Outstanding, Above Required Standard, Achieving Required Standard and Performance Improvement Required. The percentages applied to each rating are determined, for school staff, by each Governing Body.

#### Minimum payment

For this year, employees on lower salaries will be awarded a minimum award of £400 pro rata provided they receive an 'Achieved' appraisal rating or higher.

If, as a result of the appraisal process, a salary is increased to, or is already at the top of the grade, this salary position will be retained. Any remaining payment will be made as a single amount.

#### Personal Performance implications

Individuals with an appraisal rating of 'Performance Improvement Required' will receive no pay increase or minimum payment. Individuals with an appraisal rating of 'Not Assessed' will receive no pay increase unless their salary falls beneath the grade minimum, at which point they will move to the new grade minimum, pending any subsequent review. Please ensure that any review takes place at the appropriate time.

### The Local Government Pension Scheme

The rate of pension contribution you make to the LGPS is based on different pay bands. The bands for 2017/18 are as follows:

Band	Range	Contribution Rate
1	Up to £13,700	5.50%
2	£13,701 to £21,400	5.80%
3	£21,401 to £34,700	6.50%
4	£34,701 to £43,900	6.80%
5	£43,901 to £61,300	8.50%
6	£61,301 to £86,800	9.90%
7	£86,801 to £102,200	10.50%
8	£102,201 to £153,300	11.40%
9	£153,301 +	12.50%

The rate you pay will depend on how much you earn (including any pensionable allowances) and this will be assessed on 1 April and reassessed regularly. Your rate should be shown on your April payslip.

The rate you will pay after tax will be lower than those shown in the table.

If you think your contribution rate is incorrect you need to ring the number given on your payslip. If this does not resolve the matter you can appeal in writing to Colin Miller, Room 1.12a, Sessions House, County Hall, Maidstone, ME14 1XQ.

Although there is now no direct link between pay progression and annual scale increases, the minimum and maximum of the grades will increase by 1% this year to ensure that our salaries remain competitive. The minimum TCP payment for staff will be £400 (or equivalent pro rata), subject to a rating of 'achieved' or higher. The minimum of Grade KR2 will increase by £579, in excess of the new statutory minimum.

### Appointing Staff

Staff who are new to the organisation must be appointed at the minimum of the grade unless there are exceptional circumstances based on business need in conjunction with the breadth and depth of skills and experience offered by the candidate. Managers who are appointing need to ensure that the starting salaries of their existing staff do not create pay inequality. Staff who are promoted should also be appointed to the minimum of the new grade. However their pay increase should equate to at least 2.5%.

For more information refer to Kelsi, ask your Line Manager or Headteacher in the first instance.

### www.KentRewards.com

Visit the Kent Rewards site to find out about and access your wide variety of employee benefits, e.g. Childcare Vouchers\*\*, Cycle 2 Work schemes\*\*\*, signposting to financial advice, gym and health club offers, as well as discounts from over 1,000 national and local retailers.

Staff employed by KCC maintained schools and academies are eligible to register for membership of Kent Rewards.

\*\***Childcare Vouchers** are a tax and national insurance efficient way of paying for registered childcare and can save up to £933 per year, if available in your school. Ask your Headteacher for more information.

Remember that the \*\*\***Cycle2Work** Scheme is normally opened twice a year in Spring and Autumn. Ask your Headteacher if this is available in your school, and for more information.

### PAY RANGE

£ (Min)		£ (Max)
	KR 15	73,718
64,841	KR 14	64,840
57,276	KR 13	57,275
51,115	KR 12	51,114
43,642	KR 11	43,641
37,922	KR10	37,921
32,079	KR 9	32,078
28,048	KR 8	28,047
24,473	KR 7	24,472
21,510	KR 6	21,509
19,609	KR 5	19,608
17,827	KR 4	17,826
16,968	KR 3	16,967
15,253	KR 2	15,252
14,856		

This document is available in alternate formats and can be explained in a range of languages.

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