Moderation for the 2018-2019 TCP cycle has been completed and the annual Kent Scheme pay award is now confirmed by the County Council. Although the financial pressures continue, Members were keen to ensure that the vital contribution staff make towards the successful running of the organisation and our Schools is recognised and the agreed budget included provision for the 2019/20 pay increases. As part of this, the top of each grade increases by at least 1.3% and the minimum Kent Scheme pay rate rises to £9 per hour. Due to the improvements made to the rules about the application of Total Contribution Pay, more people benefit than ever before will receive the pay award as of 1 April*. In addition, the Kent Scheme annual leave provision has been improved for many. The recognised Trades Unions are currently balloting their members on the overall award.

*Some schools have chosen to adopt an alternative pay/assessment cycle with pay decisions taking effect from 1st September. For more information ask you line manager or headteacher in the first instance.

**Kent Scheme Pay Range**  
The top of the Kent Scale pay bands have been increased by at least 1.3%. For those at KR2 it will mean an increase to £9 per hour or £17,364, which is above the National Living Wage of £8.21. From grade KR3 and above, there is a difference of at least £1,200 between the top of each successive grade. Also, there is pay gap between the top of one grade and the bottom of the next which helps make the distinction between grades clearer.

All Kent Maintained schools (Community, Controlled, Foundation and Aided Schools) which follow Kent Scheme are required to apply these increase and new grade bandings. Kent Academies which follow Kent Scheme conditions have discretion as to whether to apply these increases.

**Total Contribution Pay (TCP) for Kent Scheme Terms and Conditions**  
The TCP scheme has four appraisal ratings: Outstanding, Excellent, Successful and Performance Improvement Required. If, as a result of the TCP 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.

As in previous years Kent schools continue to be able to exercise local discretion regarding the percentage increases applied to each of the performance ratings where the Governing body has made provision within their pay policy to do so. For more information, ask your Line Manager or Headteacher in the first instance.

**Personal Performance implications**  
Individuals with an assessment rating of ‘Performance Improvement Required’ will receive no pay increase or lump sum payment. Individuals with an assessment 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.

**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.

**The Local Government Pension Scheme**  
The rate of pension contribution you make to the LGPS is based on different pay bands. The bands for 2019/20 are as follows:

<table>
<thead>
<tr>
<th>Band</th>
<th>Range</th>
<th>Contribution Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Up to £14,400</td>
<td>5.50%</td>
</tr>
<tr>
<td>2</td>
<td>£14,401 to £22,500</td>
<td>5.80%</td>
</tr>
<tr>
<td>3</td>
<td>£22,501 to £36,500</td>
<td>6.50%</td>
</tr>
<tr>
<td>4</td>
<td>£36,501 to £46,200</td>
<td>6.80%</td>
</tr>
<tr>
<td>5</td>
<td>£46,201 to £64,600</td>
<td>8.50%</td>
</tr>
<tr>
<td>6</td>
<td>£64,601 to £91,500</td>
<td>9.90%</td>
</tr>
<tr>
<td>7</td>
<td>£91,501 to £107,700</td>
<td>10.50%</td>
</tr>
<tr>
<td>8</td>
<td>£107,701 to £161,500</td>
<td>11.40%</td>
</tr>
<tr>
<td>9</td>
<td>£161,501 +</td>
<td>12.50%</td>
</tr>
</tbody>
</table>

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 will be shown on your payslip in April and updated if any changes are made at a later date. 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 HRTeam@kent.gov.uk.

2019 is Valuation Year  
Every three years the Kent Pension Fund is required to carry out a valuation of the Fund. The valuation ensures that the Fund’s assets are sufficient to meet its liabilities. The last valuation took place on 31 March 2016 with employer rates being set for the period 1 April 2017 to 31 March 2020. The next valuation date is 31 March 2019. The results of the valuation will not be known until the end of the year.

**Additional Voluntary Contributions**  
If you wish to save more for your retirement the LGPS in Kent has two AVC providers in which you can choose to invest. For more information visit KNet.

**Changes to Total Contribution Pay**  
Please visit the new Total Contribution Pay (TCP) and Managing and Supporting Performance pages on Kelsi for more information regarding KCC’s approach to Managing Performance and the improvements made to the rules about the application of Total Contribution Pay.
Visit the Kent Rewards site to find out more about the wide variety of employee benefits on offer which is now even easier with the launch of the **Reward Reviewer** - a portal that calculates what reward benefits you are getting or could be getting simply by filling out a form based on your personal information:

**Childcare Voucher scheme**

The Kent County Council Childcare Voucher scheme has closed to new joiners. Those who are currently part of the Childcare Voucher scheme can continue to receive Childcare Vouchers until they change employer or no longer wish to receive Childcare Vouchers. Please visit **www.gov.uk/tax-free-childcare** to see if you are eligible for Tax-Free Childcare. Please note eligibility cannot be confirmed by KCC.

A tax & national insurance efficient way of paying for a new bike. Open each spring and autumn

- **Financial Wellbeing**
  - Pensions signposting
  - Kent Savers – Kent wide credit union
  - Help Fund - for KCC employees experiencing critical financial need

- **Financial signposting** – sources of free and impartial advice

- **Health & Wellbeing**
  - Support Line - free face to face staff counselling service
  - Westfield Healthcare Cash plan

- **Exclusive to KCC**
  - Adult Education discount
  - Delta – E-Learning
  - Local offers – discounts from Kent retailers and businesses
  - National discounts – from over 1000 national retailers
  - Discounted reloadable cards & instant vouchers

And more! Visit **www.kentrewards.com** to access your employee benefits.

### Changes to Kent Scheme Annual Leave Provision

The Kent Scheme annual leave arrangement will improve! The provision is simpler, more easily understood and applies on a pro-rata basis for part-time and term time only workers. The Concessionary Day remains. For more information, ask your Line Manager or Headteacher in the first instance

<table>
<thead>
<tr>
<th>Kent Scheme Grade</th>
<th>Standard Allowance (days)</th>
<th>After 5 years’ service and over (days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>KR 2-8</td>
<td>25</td>
<td>28</td>
</tr>
<tr>
<td>KR 9-12</td>
<td>27</td>
<td>30</td>
</tr>
<tr>
<td>KR 13+</td>
<td>30</td>
<td>30</td>
</tr>
</tbody>
</table>

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

Contact: HRTeam@kent.gov.uk