

Description of Employee Pay Costs

Part 2/3	Employee Pay Element	Employee Pay Costs 2009-10 (£)	Employee Pay Costs 2010-11 (£) (Projected)	Description	How its applied	Contractual	Pensionable
3	Saturday Enhanced x 1.5	906,854	652,666	Paid to employees whose contract requires them to work on a Saturday.	Band A to H. Applies to all employees who work on a Saturday.	Y	Y
3	Sunday Enhanced x 2	755,541	330,360	Paid to employees whose contract requires them to work on a Sunday.	Band A to B only. Applies to all employees who work on a Sunday.	Y	Y
3	Additional Hours (flat rate)			Paid to part time employees who work additional hours (up to 36 hours), Monday to Friday.	Band A to H	N	N
2	Additional Hours x 1.33	104,701	82,148	Paid to part time employees who work additional hours (up to 36 hours), Monday to Friday, between 10pm to 8am.	Band A to H. Applies to night shift workers only.	N	N
3	Additional Hours x 1.5	251,989	207,283	Paid to part time employees who work additional hours (up to 36 hours), on a Saturday.	Band A to H. Applies to all employees who work on a Saturday.	N	N
3	Additional Hours x 2	46,187	43,910	Paid to part time employees who work additional hours (up to 36 hours), on a Sunday.	Band A to B only. Applies to all employees who work on a Sunday.	N	N

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Part 2/3	Employee Pay Element	Employee Pay Costs 2009-10 (£)	Employee Pay Costs 2010-11 (£) (Projected)	Description	How its applied	Contractual	Pensionable
3	Bank Holiday x 2 (Contracted)	178,847	177,533	Paid to employees who work on a Bank Holiday as part of their normal basic shift and are therefore entitled to a plain time enhancement.	Applies to employees who work in areas that provide a service on Bank Holidays e.g. care homes.	Y	Y
3	Bank Holiday x 2 (Not contracted)			Paid to employees who work on a Bank Holiday in addition to their contracted work pattern.	Applies to employees who are not contracted to work a Bank Holiday but are asked to work it.	N	N
2	Bonus	85,398	78,476	Local productivity bonus paid to Craft employees e.g. fitters.	Paid as set percentage or payment depending on job.	N	N
3	Night Enhanced x 1.33	280,035	234,433	Paid to employees whose contract requires them to work night shifts between 10pm to 8am, Monday to Friday.	Applies to employees who work night shifts.	Y	Y
2	Rest Day Enhancement x 1.5	83,571	82,173	Paid to part time employees who work a 5 day shift who are asked to work on their first or second rest day (Day 6 or 7 i.e. employee has already worked 5 or 6 days that week)	Band A to H	N	N
2	Rest Day Enhancement x 2			Paid to part time employees who work a 5 day shift who are asked to work on their second rest day (Day 7 i.e. employee has already worked 6 days that	Band A to B only.	N	N

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				week).			
3	Overtime x 1.5	176,073	1,333,407	Paid to employees working overtime hours Monday to Saturday (Band A to H), and Sunday.	Band C to H. To qualify for overtime an employee must have worked full time equivalent hours (36) Monday to Sunday.	N	N
3	Overtime x 2			Paid to employees working overtime hours on a Sunday.	Band A to B only. To qualify for overtime an employee must have worked full time equivalent hours (36) Monday to Sunday.	N	N
3	Contractual Overtime x 1.5			Paid to employees contracted to work hours over and above full time equivalent hours as part of their basic working week.	Band A to H 19 employees in total All Cultural Services employees e.g. Crematorium Technician.	Y	Y
2	Shift	5,014	5,050	Extra payment based on rotating shift, some of which is worked after 8pm. Set amount per week.	Paid to employees on rotating shift pattern.	Y	Y
3	Sleep in (Contractual)	130,516	114,526	Paid to employees in Residential establishments	Paid as units – fixed value per session.	Y	Y

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				contracted to be on site through a night shift but not actually working. If employee is disturbed during night, 1 st 30 minutes is unpaid, remaining time worked is paid at x 1.5	Payment if disturbed is paid as overtime.		
3	Sleep in (Additional)			Paid to employees who work in Residential establishments who are required to be on site for additional (non-contractual) sleep-ins.	Paid as units – fixed value per session.	N	N
2	Unsocial x 1.2	220,678	169,003	Paid to employees whose shift requires them to work some of their contract hours after 8pm.	Applies to all employees Band A to H	Y	Y
3	Cycle mileage	3,128	4,309	Paid to employees who use their bicycle for work use. Paid at casual car user rate, per mile.	Applies to all employees.	N	N
3	Cycle Lump Sum			Lump sum paid to employees who regularly use their bicycle for work use. £100 annual payment.	Applies to all employees.	N	N

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3	Car Mileage	1,283,379	1,323,971	Mileage allowance paid to employees who use their car for work purposes. Different rates depending on car size and whether casual or essential – set by JNC.	Applies to all employees.	N	N
3	Car Lump Sum	771,507	811,907	Paid to employees who qualify as essential car users (drive 2,500 miles in 12 months, or previous post holder did). 3 different rates depending on size of car – set by JNC.	Applies to employees who drive over 2,500 miles a year.	N	N
3	Mileage Home to Work	65,048	63,529	Mileage allowance paid to employees who are at home and have to return to work, outside of normal work hours. Mileage from home to workplace and back home can be claimed.	Applies to small number of employees who may be called out to work in an emergency and would not receive a call out payment.	N	N
2	Agile Working	560	419	Allowance paid to employees who work 3 or more days at home.	Currently paid through payroll to 3 people, at £13 per month.	N	N
2	Baths Duty	828	0	Allowance paid to employees in schools that have a swimming pool.	Currently paid to 4 employees: 1 at £14.37 per month 1 at £14.58 2 at £35.57	N	N

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2	Call Out	14,374	10,836	<p>Paid to employees that are on standby and are called out.</p> <p>Paid 2 hours minimum at overtime rate (x 1.5), plus overtime (x 1.5) for length of call out.</p> <p>Eligible for enhancement for Mon to Friday after 8pm and Saturday and Sunday.</p>	Paid to all employees that are on standby and are called out.	N	N
2	Clothing	4,139	4,135	Paid to employees for reimbursement of uniform, including boots.	Paid to all employees that are required to buy their own uniform and/or boots.	N	N
2	Disturbance	56,301	48,938	Paid to employees for additional travel costs incurred as a result of workplace relocation by the Council.	<p>Pay 2nd class bus or rail, or mileage actually involved in change of commute (whichever is cheapest).</p> <p>Paid for up to 4 years.</p>	N	N
2	Expenses	40,723	39,911	Reimbursement of expenses paid by employees for expenses incurred during work e.g. tunnel fare, travel expenses, phone calls, stamps etc.	Paid to all employees that incur expenses for work.	N	N
2	First Aid	35,262	35,454	Allowance paid to qualified first aiders for a 3 year period	Guidance from Health and Safety on	N	Y

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				(qualification renewable). Currently £105 per year	appropriate numbers of nominated first aiders per workplace.		
2	Golden Hello	32,000	32,000	One-off payment made to employees that work in difficult to recruit to areas e.g. Children's Social Care. Currently £2,000	Currently paid to children's social workers. Payment must be paid back if employee leaves before 2 years of employment.	N	N
2	Long Service	196	185	Paid to employees who retire with 25 years or more service. Locally agreed rate, currently: £144.35 for 1 st 25 years £5.76 every year over 25 years.	Paid through payroll to employees who do not want the high street vouchers.	N	N
2	Pay Protection (Redeployment)	80,653	98,130	Paid to employees whose previous pay / grade was more than the grade of the post they have been redeployed into.	Difference between the protected monthly amount and the new base pay is calculated and paid monthly.	N	Y
2	Pay Protection (Job Evaluation)			Paid to employees whose old pay / grade was more than the new Job Evaluation grade.	Difference between the protected monthly amount and the new base pay is calculated and paid monthly.	N	Y

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2	Phone Rental	4,678	4,112	Allowance paid to employees that require a phone at home to be contacted on for work purposes. Currently paid to 44 employees at £7.23 per month.	Determined by job role. Paid to employees that need to be contacted in emergencies.	N	N
3	Qualification	897	897	Qualification allowance paid to Laboratory Technicians. Part of national pay circular. Currently £140 for level 2 Certificate and £191 for level 1 Certificate.	Paid to Laboratory Technicians in Schools.	Y	Y
3	Retainer	0	510	Part of pay formula for schools based staff e.g. supervisory assistants. Paid a weeks worked (schools year), holiday entitlement and 0.5 retainer for the remaining weeks. Pay is equalised over 12 months.	Paid to employees based in schools. Will form part of Schools Job Evaluation review.	Y	Y
2	Standby	102,143	107,894	Paid as a unit for each day or night session where an employee is not at work but is asked to be available for work if they need to be called in. Currently £26.	Paid to employees in particular service areas where call out may be necessary e.g. ITS, Environmental Health.	Y	Y

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2	Travel	16,327	13,772	Reimbursement of Travel expenses incurred by employees for work purposes.	Paid to all employees that incur travel expenses for work.	N	N
Total		£7,321,653	£6,296,075				