

Appendix 6: Matrix of Terms and Conditions

Terms and Conditions (as at 30 September 2016)	Chief Executive	Other Chief Officers	LGS Employee
Basic Pay ¹	✓ Contractual Current pay £161,600 Range £165,000 - £185,000	✓ Contractual Range £45,242-146,100	✓ Contractual Range £14,514-49,017
Performance Related Pay ²	x	x	x
Incremental progression (frozen since 2011/12; however was paid to colleagues on grades A-D in 2014/15 and 2015/16. This has since 01.04.16 been frozen for all colleagues)	x	x	✓
Annual cost of living increase (nationally negotiated – frozen for chief officers for 5 years prior to 2015. Pay award of 1% applied to LGS, Chief Officer and CEX from 1 April 2017. Those on SCP 6-17 received an increase of between 10.28-2.30%)	✓	✓	✓
Market Supplement Payment (Restricted - based on business case requiring evidence. Approval by Director of HR and Transformation. Reviewed every 12-24 months)	✓ but not in receipt of payment and historically never offered to the Chief Executive	✓ as at 30 Sept 2016 one Chief Officer was in receipt of payment totalling £4,774.98	✓
Overtime, evening, weekend, night working payments	x	x	✓ Contractual
Out of hours, recall to work, standby payments, critical incidents, sleep in duty, shift working, client holidays payments	x	x as at 30 Sept 2016, one Chief Officer was in receipt of standby payments totalling £528.60, however they are not on SLMG terms and conditions	✓ Contractual
Acting up allowances, honoraria and ex gratia payments	x	✓ As at 30 Sep 16, nine Chief Officers were in receipt of payments totalling £31,337.61 between them.	✓
Monitoring Officer Payment (statutory duty) ³	x	x payment no longer made as now incorporated into one Corporate Director role	x
Returning/Counting Officer Payment (to run elections) ⁴ or Election Duty Payments	✓ payment made for National Referendum and	✓ if acting as deputy, this payment is paid out of the	✓ if working on elections

¹ See Appendix 4 for pay bandings

² A competency based pay scheme was in operation for SLMG managers until 1 April 2011 where it was removed

³ This payment is being made to fulfil a statutory obligation and paid to one Chief Officer

Terms and Conditions (as at 30 September 2016)	Chief Executive	Other Chief Officers	LGS Employee
	Police & Crime Commissioner election – but not paid by NCC	Returning Officer's personal fee	
Bonus payments	x	x	x
Redundancy Payment (same multiplier criteria used for all groups)	✓	✓ As at 30 September 2016, one Chief Officer received a redundancy payment totalling £12,825	✓
Efficiency Payment (same criteria used for all groups) ⁵	✓	✓	✓
Relocation Payments	✓	✓ As at 30 Sept 2015, no relocation payments had been made to chief officers	✓
Essential Car User Allowance (restricted and dependant on role)	x	x	x
Company Car	x	x	x
Car Parking Allowances (restricted and dependant on role; the majority of employees pay for their own parking)	x	x as at 30 Sept 2016, five Chief Officers ⁶ were in receipt of payments totalling £115.	✓
Travel expenses within County of Nottinghamshire	x	x	✓
Travel expenses outside of County of Nottinghamshire (Must use standard rail fare. mileage capped at 40p per mile for 10,000 miles and 25p per mile thereafter) ⁷	✓	✓ As at 30 Sept 16, 22 Chief Officers were in receipt of payments totalling £1,477.03 between them	✓
Disturbance Allowance (paid up to one year for significant changes to work location)	x	x	✓
Payment for home telephone line for work purposes	x	x	✓ however only a small number of employees receive this payment
Reimbursement of reasonable expenditure (limits apply equally to all groups and receipts must be provided) ⁸	✓	✓ As at 30 Oct 16, eight Chief Officers was in receipt of payments totalling £772.32	✓
Sickness Pay entitlement linked to length of service – applied equally	✓ Contractual	✓ Contractual	✓ Contractual

⁴ This is a bulk payment made to a nominated chief officer to fulfil the duties of running National Referendum, Local, European or Parliamentary elections.

⁵ This is covered in the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006 (DCR) Policy. See Appendix 7

⁶ Those Chief Officers in receipt of this allowance are on LGS terms and conditions, not SLMG

⁷ See Appendix 9 for details of the Council's Business Travel Scheme

⁸ See Appendix 10 for details of the Council's policy on Reimbursement of Expenditure

Terms and Conditions (as at 30 September 2016)	Chief Executive	Other Chief Officers	LGS Employee
to all groups			
Notice Period	✓ Contractual 3 months	✓ Contractual 3 months	✓ Contractual 1-2 months
Payment of Membership Fees	X	X	X
Access to the Local Government Pension Scheme – employer and employee contribution (Employer rate contribution equal for all groups)	✓ Contractual Employee rate: 12.5%	✓ Contractual Employee rate: 8.5-11.4%	✓ Contractual Employee rate: 5.5-8.5%
Discretion to enhance pension entitlements ⁹	✓	✓	✓
Salary Sacrifice Benefits allowing NI and Tax relief (purchase of annual leave, bike, childcare, mobile phones etc)	✓	✓	✓
Other employee discounts through works perks (e.g. retail discounts etc) applies to all groups equally	✓	✓	✓

⁹ See Appendix 8 for the Council's policy on in relation to the exercise of discretions under the Local Government Pension Scheme