



Llywodraeth Cymru
Welsh Government

E-mail request

Our ref: ATISN 15375

Date: 27 August 2021

Dear

ATISN 15375

Thank you for your request which I received on 1 August 2021. I have set out at Annex 1, the questions you submitted and my response to each.

If you are dissatisfied with the Welsh Government's handling of your request, you can ask for an internal review within 40 working days of the date of this response. Requests for an internal review should be addressed to the Welsh Government's Freedom of Information Officer at:

Information Rights Unit,
Welsh Government,
Cathays Park,
Cardiff,
CF10 3NQ

or Email: Freedom.ofinformation@gov.wales

Please remember to quote the ATISN reference number above.

You also have the right to complain to the Information Commissioner. The Information Commissioner can be contacted at: Information Commissioner's Office,
Wycliffe House,
Water Lane,
Wilmslow,
Cheshire,
SK9 5AF.

However, please note that the Commissioner will not normally investigate a complaint until it has been through our own internal review process.

Yours sincerely



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MEWN POBL | IN PEOPLE

Parc Cathays • Cathays Park
Caerdydd • Cardiff
CF10 3NQ

Annex 1

Please could you supply the settlement date upon which your organisation's pay remit year commences.

The Welsh Government's most recent pay award covered the period 1 April 2020 to 31 March 2021. We are currently in discussions with trade union colleagues about pay from 1 April 2021 onwards.

For each grade below the Senior Civil Service (SCS) in your organisation, please could you supply

- a) The name by which the grade is known in your organisation.*
- b) The broad equivalent civil service grade (Administrative Assistant (AA), Administrative Officer (AO),*

Executive Officer (EO), Higher Executive Officer (HEO), Senior Executive Officer (SEO), Grade 7, Grade 6)

This may be multiple if grades have been merged.

- c) A brief description of the grade and how it differs from broadly equivalent grades. (e.g. National, London, Fast stream, Specialist requiring particular qualifications).*
- d) The amount and area of any regional pay allowances that are paid on top of basic pay for this grade.*
- e) The pay range minimum following the 2020 pay award. If the award is still pending, please supply the current minimum and the year to which this relates.*
- f) The pay range maximum following the 2020 pay award. This may be the same as the minimum. If the award is still pending, please supply the current maximum and the year to which this relates.*
- g) While progression is subject to pay negotiations each year and is paused for 2021, if the 2020 pay award was repeated, how many years it would take to go from minimum to maximum.*

Please indicate if the maximum is not achievable if the 2020 progression arrangements were repeated.

(all information to exclude the Welsh Revenue Authority)

The Welsh Government employs staff at six grades below the Senior Civil Service as set out below. These are all standard Civil Service grades with the exception of Team Support. Administrative Assistant (AA) and Administrative Officer (AO) were merged into our Team Support grade some years ago. The Welsh Government has a very broad range of responsibilities and individual roles vary considerably, from planning officers through to sea fisheries inspectors, lawyers, care inspectors and family court advisers. There are, therefore, no typical roles within each pay grade.

The pay points for each grade are set out below. These are the current rates, paid since 1 April 2020. There is incremental pay progression at each of these grades, with staff reaching the maximum rate for their grade within a maximum of three years. Incremental progression can be withheld if staff are assessed as underperforming.

Grade	Pay Point	Salary
Team Support (TS)	1	£20,500
	2	£22,160
	3	£23,830
Executive Officer (EO)	1	£25,030
	2	£26,290
	3	£28,850
Higher Executive Officer (HEO)	1	£30,600
	2	£32,540
	3	£34,490
	4	£37,410
Senior Executive Officer (SEO)	1	£39,310
	2	£41,560
	3	£43,760
	4	£47,000
Grade 7	1	£50,870
	2	£53,740
	3	£56,620
	4	£60,830
Grade 6	1	£63,880
	2	£66,240
	3	£69,690
	4	£74,730

The majority of Welsh Government staff are based in Wales and paid as set out above. A very small number of staff are based in our London office and receive a higher salary to reflect the cost of living in London. Their pay scales are as follows:

Grade	Pay Point	Salary
Team Support (TS)	1	£24,600
	2	£26,830
	3	£29,120
Executive Officer (EO)	1	£30,570
	2	£31,940
	3	£34,950
Higher Executive Officer (HEO)	1	£36,660
	2	£38,840
	3	£40,890
	4	£42,910
Senior Executive Officer (SEO)	1	£45,010
	2	£46,940
	3	£49,450
	4	£53,180
Grade 7	1	£56,090
	2	£59,540
	3	£62,990
	4	£67,940
Grade 6	1	£71,330
	2	£73,340
	3	£77,160
	4	£82,740

We pay professional allowances to staff in some areas where recruitment and retention of specialists can be difficult. These allowances are on top of their salaries as set out above. Current allowances are as follows:

Accountancy and Audit Allowances

Discretionary IT Audit Specialist £2,268

Recognised Accountancy Bodies, Examinations and the Allowances

Higher Trainee Allowance Stage 3	Fully Qualified Rates Stage 4	
Rate of Allowance		
Stage 3	Stage 4 HEO	Stage 4 SEO *
£3,400	£5,667	£6,801
Chartered Institute of Management Accountants - CIMA		
New syllabus review – no current trainees	Award of full associate membership and entitlement to use the letters ACMA.	
Institute of Chartered Accountants England, Wales or Scotland - ICAEW		
Not offered	Award of full associate membership and entitlement to use the letters ACA.	
Association of Chartered and Certified Accountants - ACCA		
Successful completion of papers P1,P2 and P3	Successful completion of 2 option papers and work experience. Award of full associate membership and entitlement to use the letters ACCA.	
Chartered Institute of Public Finance and Accountancy - CIPFA		
Successful completion of Profesional Diploma	Completion of final paper and work experience. Award of full associate membership and entitlement to use the letters CPFA.	
Institute of Internal Auditors, UK - IIA		
Certified Internal Auditor (CIA)	Chartered Internal Auditor (CMIIA)	

* Allowance is capped at £3,750 above maximum of SEO payband.

ICT Allowances

IT Operational Allowance

Band	Within a Year £	Within 2 Years £
Team Support	1,728	3,455
EO	2,016	4,031
HEO	2,016	4,031

General Programmer/Development Allowances

Band	Within a Year £	Within 2 Years £	After 3 Years * £
Team Support	1,728	3,455	5,785
EO	2,016	4,031	5,758
HEO	2,016	4,031	5,758

* Payable at management discretion.

Private Secretary Allowances

Minimum	Maximum
£ 1,552	£ 6,025

Purchasing Allowances

	TS / EO / HEO	SEO
	£	£
Certificate of Competency	1,728	1,728*
Membership of Chartered Institute of Purchasing and Supply	4,607	4,607*

* Allowance to be capped at £1,000 above maximum of SEO payband.

Further information on Welsh Government pay can be found in our annual pay policy statement. The 2020 statement is available [here](#) and the 2021 statement will be published shortly.