



Breckland
COUNCIL

Statement – Pay Protection

The Council is committed to supporting employees to manage the impact of necessary organisational change upon them. Inevitably this means that there will be times when these changes impact on employees' pay. The Council aims to provide Pay Protection as a means by which employees can continue their careers within the authorities whilst minimising the risk of financial detriment.

Definitions

Protected salary: a salary which does not receive pay awards (including consolidated pay awards such as cost of living and/or incremental progression).

Basic annual salary: Gross annual salary, exclusive of additional enhancements such as essential car user or ongoing responsibility allowances.

Eligibility

All employees of the Council, regardless of their length of service, are eligible for pay protection. The employees affected must either:

- Be subject to redeployment following organisational change including but not limited to restructure, pay review;
- Be subject to a change in role as a result of a service review;
- Be subject to a reduction in salary following job evaluation, or;
- Been redeployed as part of an ill health procedure.

Application of Pay Protection

Pay protection will not apply:

- Where hours are changed by the employee or the employer;
- Where there is transfer to a lower graded job as a result of disciplinary action, capability or at the employee's own request;
- In cases where hours are changed as a result of organisational change/ restructuring;
- At the end of a fixed term contract where an employee has secured alternative employment through their own efforts;
- To temporary arrangements such as: secondments, temporary promotions, acting up arrangements and internal transfers. At the end of the temporary arrangements employees will revert back to their substantive role.

Basis of calculation

Employees, who qualify for pay protection, will have their former basic salary protected for a period of 1 year (or as defined below) from the commencement date of the new salary.

Protection of earnings will cease in line with the shortest of the following criteria:

- The 1 year pay protection period has expired;
- The employee has obtained employment at an equivalent or improved level to their protection;



- The employee has applied for, and been appointed to, a new position;
- The salary level attributed to the new position reaches the value of the protected pay level.

At the end of the protection period, the employee's basic salary shall be the salary value of the top of their new grade. Salary enhancements/supplements, such as essential car user allowances or on-going responsibility allowances are not included as part of the salary in these circumstances, and their payment may be ceased where appropriate.