

2021-22 – Pay Award – introduction

Scottish Government (SG) and trade unions have met at a national level to find a constructive solution so that staff receive the 2021-22 pay award as soon as possible. Given the delayed Scottish budget and the continuing pandemic the Cabinet Secretary for Finance and the trade unions have agreed that public bodies should implement the basic award elements of Public Sector Pay Policy .

This approach is being taken to enable consistency of treatment of staff across the Scottish Government sector and to provide certainty to public sector workers and their families.

This is not intended to replace local pay bargaining arrangements and we will hold formal pay negotiations at a later date. We'll keep you updated when this happens.

This award is for 1 April 2021 – 31 March 2022.

This pay award is for anyone on the UK payroll. We will communicate the pay offer for overseas local hire colleagues separately.

Further information:

[FAQs](#)

[Salary Bands 2021-22](#)

[Glossary](#)

Any questions?

Make sure you read through our **pay award** below and the **FAQs** first. The FAQs will give you more details on the pay award and what this relates to. If you're still not sure about something, you should speak to your **people manager**. If they can't help you, you can contact Ask HR.

Pay Award for 2021-22

We are pleased to confirm that we will implement an 'interim' pay award in May 2021 salaries, backdated to 1 April 2021.

We will continue the commitment to no compulsory redundancies up to 31 March 2022.

Cost of living award

Public sector pay policy sets out cost of living awards based on salary level, with higher awards for lower salaries. Here is what pay policy sets for the cost of living award.

- £800 cash underpin for those earning £25,000 or less
- 2% for those earning over £25,000 and up to £40,000
- 1% for those earning over £40,000 and below £80,000
- £800 for those earning £80,000 and above.

All salaries are full time equivalent.

Progression award

If your salary is below the maximum of your band, we'll pay you a progression award based on our current 2020-21 bands **plus** a cost of living award. We apply the progression award first and then a cost of living award.

2021-22 salary bands

We have updated our [Salary Bands 2021-22](#) with the cost of living awards.

We remain committed to reviewing our bands as part of this year's remit, with the finer details subject to pay negotiations, affordability and pay policy. We will backdate any changes to 1 April 2021.

SEPeopleHub

Details of your new salary will be available on the 'Employment' tab of SEPeopleHub by the end of April. We'll let you know on New Today and Yammer once it's been updated.

[SEPeopleHub](#) does not hold historical salary data: it updates automatically and will show your new 2021-22 salary effective from 1 April 2021. Go to the 'Employment' tab in the blue banner at the top of the screen and click on 'current job'. Once we update your salary, you won't see your old 2020-21 salary. We will shortly send you an email with your 2020-21 salary for your records.

Check our "working out your new salary" question in the [FAQs](#) for an example showing more details of how we work out your new salary.

Who is covered by this pay award?

You are eligible for a full pay award (progression and cost of living) if:

- you are on the UK payroll
- you have a pay review date of 1 April 2021
- you are not on a formal underperformance process; and
- you were in your current grade by 30 September 2020.

If you started a new job **after 30 September 2020** – either promotion to a higher graded role or as a new hire - you are not eligible for a full pay award. But you may receive a pay increase if your band minimum changes with a cost of living increase.

If you were promoted after 30 September 2020, we will check that your promoted salary is still at least 2% higher than the salary you would have been on after pay award if you had stayed in your old role. This is the minimum increase for promotions in our pay guidelines. If necessary, we will move your promoted salary up a progression point to keep the promotion increase at 2% or higher.

Pay Capping

Public sector pay policy does not allow salaries to go above the top of the pay band.

Above band maximum

If you have pay protection and your salary is above the band maximum of your 2021-22 salary band, your salary will remain frozen and you will receive no salary increase. You will receive a one-off non-consolidated payment instead. This will be in line with the cost of living increase for your grade:

- £800 cash underpin for those earning £25,000 or less
- 2% for those earning over £25,000 and up to £40,000
- 1% for those earning over £40,000 and below £80,000
- £800 for those earning £80,000 and above.

All salaries are full time equivalent.

If you have pay protection and your salary is above the maximum of your 2020-21 band, but below the new 2021-22 band maximum, we'll pay you a consolidated cost of living award up to the new band maximum. We'll pay the balance as a non-consolidated payment if the increase to your new band maximum doesn't give you the full cost of living award.

Allowances

We will increase fixed rate allowances by 2% - e.g. resolution advisor, first aid, fire incident and call-out.

Graduate programme

We have a separate grade for our graduate programme, although we're not running a programme just now. This grade will receive a 2% cost of living increase on all pay points. There is a separate pay award process for the graduate programme – this will continue outwith the annual pay award for future graduate intakes.

Pay Negotiations

We will update you on the timing of the formal pay negotiations as soon as we know this.