

The Crown Estate Disclosure Log

Case no: 1130
Date received: 15 October 2019
Subject: 2019/20 Pay Review
Request response
<p>I am writing in response to your email of 15 October 2019. Your requests for information have been handled in line with the Freedom of Information Act 2000 (FOIA) and you can find answers to your questions below.</p> <p><i>1] Please state the effective date (day, month and year) of your organisation's 2019/20 pay review. 01/07/2019</i></p> <p><i>2] If the 2019/20 pay review has yet to be finalised please state the month in which you anticipate it will be concluded.</i></p> <p>N/A</p> <p><i>3] Please state the employee group/s covered by the 2019/20 pay review.</i></p> <p>London and Windsor permanent and fixed-term employees.</p> <p><i>4] Please state the total number of employees covered by the 2019/20 pay review.</i></p> <p>412 employees</p> <p><i>5] Please provide a copy of your 2019/20 pay agreement (if applicable) or generic pay circular sent to employees (that is one that does not identify any individual employee) outlining the outcome of the latest pay review if there are no collective negotiations.</i></p> <p>This question is not relevant to London employees, as there was no collective agreement for these staff. For Windsor staff, please see a summary attached.</p> <p><i>6] Was the latest pay review concluded under the remit of the 2019/20 Civil Service Pay Guidance?</i></p> <p>No. The Crown Estate's employees do not fall under the 2019 to 2020 Civil Service Pay Remit Guidance. The Crown Estate holds a unique position as a public body sitting outside Government. The Crown Estate is a statutory corporation operating on a commercial basis. The pay of Crown Estate staff is set within an overall pay framework</p>

which takes account of both Whitehall guidelines and individual job responsibilities, performance and movements in market pay, which are tracked annually.

7] Please state the % consolidated basic pay rise received by the lowest-paid adult (aged 18 and over) employee as a result of the latest pay review.

4.86%

8] Please list the current grades and pay rates together with the previous year's grades and rates for the below roles or their equivalents if applicable:

a] Administrative Assistant (AA)

b] Administrative Officer (AO)

c] Executive Officer (EO)

d] Higher Executive Officer (HEO)

e] Senior Executive Officer (SEO)

f] Grade 6

g] Grade 7

We do not classify our roles in this way.

9] If an employee's annual pay award is determined solely according to an assessment of their individual performance (commonly known as a merit increase) as opposed to an across-the-board pay rises (where all employees generally receive the same increase irrespective of their individual performance) please state the percentage of the paybill allocated to fund these awards, the range of increases and whether or not the awards are consolidated.

N/A

10] If any employees were eligible for individual performance-related payments or bonuses over and above the general pay rise please state the range of increases (either as a percentage of their base salary or a cash amount as applicable), whether or not they were consolidated into basic pay and please state the overall % of the paybill allocated to fund these awards.

0%-55%

11] Please state the overall paybill increase as a result of the latest pay review expressed as a percentage of the paybill.

2.75%

12] Have any other changes been made to terms and conditions (for example holiday entitlement, sick pay provision and the like) as part of the latest pay review? If yes, please state what they are.

No

13]. Please state the name of the union/unions party to your main collective agreement covering pay and conditions if there are collective negotiations.

For Windsor only: GMB trade union.

14] Please provide the name and contact details of the person/s responsible for overseeing your organisation's annual pay review.

Our Reward and Operations Manager is responsible for this activity. However, their contact details are exempt in line with section 40(2) FOIA which is the exemption for third party personal data. Contact details for The Crown Estate as an organisation are available online at: www.thecrownestate.co.uk/en-gb/contact/

I hope that this response is helpful. However, if you are not satisfied with the way we have handled your information request, you may appeal our decision which will then be investigated through an internal review. If you are not content with the outcome of that, you have the right to refer any complaint directly to the Information Commissioner's Office (ICO) (contact details are available at: www.ico.org.uk). The ICO will usually expect you to have first exhausted our own complaints procedure before raising any concerns with them.

ATTACHMENT

WINDSOR PAY DEAL 2019

Background

1. We have used data from the following benchmarking sources to get a sense of the market pay trends:
 - a) Incomes Data Research (IDR) July 2018 - Benchmarking pay for horticultural jobs
 - b) Pay Auditor - Estate Management Remuneration Survey 2018
 - c) RHS Kew Gardens 2019
 - d) Professional Gardeners Guild (PGG) 2019
 - e) Bartlett Tree Experts 2019 - world's leading scientific tree and shrub care company
 - f) Willis Towers Watson (WTW) 2018 Total Rewards Survey
 - g) Metropolitan Police
 - h) National Trust - current advertised posts
 - i) Current advertised posts

Discussion

2. In considering the proposed salary increase for 2019, we have taken the following into account:
 - a) The Bank of England inflation forecast is 1.8 % at January 2019 and most recent CPI Data for 12 months to March 2019 gives inflation at 1.8%
 - b) Salary budget forecasts for general industry pay market supplied by WTW are cited at 3.0%.
 - c) Employers have been setting annual wage deals at an average of 2.8% compared to 2.0% in December 2017. The Bank of England expects pay settlement growth to continue during 2019.
 - d) Wage growth has been forecast at 3.3% which has seen an upward trend in recent months.
 - e) XpertHR research data reflects a median pay settlement trend of 2.5% as at the end of August 2018.
 - f) The Rural Estates (RLAC) survey reported an average increase of 2.6% to 3.0% in salaries this year in comparison to 2.0-2.4% in 2018.

Recommendation

3. With the above research taken into account, we propose an increase of 3% for Windsor employees which is in line with the pay budgets for the rest of The Crown Estate (TCE) business this year. In addition to the general 3% increase, we propose

the following pay increases:

- a) TCE has increased those employees paid at the National Living Wage by 4.85% to £8.21 per hour with effect from 1 April 2019. This increase applies to 5 Apprentices. TCE pays at the higher adult rate and makes no distinction between age groups.
- b) TCE also continues to support the UK Living Wage (2.85% for April 2019). As the Living Wage increase is below the level of our recommendation for the rest of business, we are proposing that pay level 1 employee's (18) and seasonal staff (13) in Windsor should also receive the 3.00% increase. The adjustment of 2.85% was made on 1 April 2019 and we propose a further adjustment with effect from 1 July 2019 to equal 3% overall.
- c) We also propose increasing base salaries for 11 employees to reflect acquisition of skills and experience in roles to move them to or towards the mid-point of the range. With the adjustment to Mechanical Technicians, this would impact 13 employees and increase the pay review budget from 3% to 3.3% overall.