



# Commissioner for Ethical Standards in Public Life in Scotland

## **GRADING POLICY**

Date policy adopted: 01/06/2011

Review frequency: Annually

Date of last review: 10/07/2018

Date policy must be reviewed by: 30/06/2019

## **Job Evaluation**

The Commissioner will consider the following factors in deciding which grade is appropriate for a given role:

- the grading of similar posts within the public sector
- the knowledge and expertise required
- the skill required
- the requirement of the job to resolve problems
- the accountability of the job (what it is responsible for)
- mental effort
- the degree of responsibility for key processes
- financial responsibility
- supervisory responsibility
- training period
- working conditions.

## **Grading Structure**

The grading structure for staff in CESPLS is:

<b>Grading Structure</b>	<b>Descriptor</b>
Grade 1 Grade 2	Administration/Support
Grade 3	Junior Professional/Supervisory
Grade 4 Grade 5	Professional/Middle Manager /Investigating Officers
Grade 6	Senior Management / Investigating Officers

## **Pay Scales**

Appendix 1 outlines current pay scales. As and when scales are revised, this will be appropriately updated, and staff advised accordingly.



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## Appendix 1

### SPCB pay scales

Point	Value From 1 April 2017	Value From 1 April 2018	Grade	
1	£16,949	£17,699	1	
2	£18,456	£19,206	1	
3	£19,961	£20,711 + £120	1	
4	£21,087	£21,837	2	
5	£22,449	£23,199	2	
6	£24,891	£25,641 + £120	2	
7	£25,626	£26,395	3	
8	£28,389	£29,241	3	
9	£31,770	£32,724 + £120	3	
10	£32,709	£33,037	4	
11	£35,062	£35,413	4	
12	£37,414	£37,789	4	
13	£40,560	£41,777	4	
14	£41,649	£42,066	5	
15	£44,482	£44,927	5	
16	£47,314	£47,788	5	
17	£51,144	£52,679	5	
18	£52,152	£52,674*	6	£53,196*
19	£54,976	£55,526	6	
20	£57,801	£58,380	6	
21	£60,626	£61,233	6	
22	£64,712	£66,654	6	
23	£65,671	£66,328*	7	£66,985*
24	£68,752	£69,440	7	
25	£71,835	£72,554	7	
26	£74,916	£75,666	7	
27	£79,550	£81,937	7	
28	£82,287	£83,887	8	
29	£86,814	£88,414	8	
30	£91,589	£93,189	8	
31	£96,627	£98,227	8	
32	£101,943	£103,543	8	
33	£109,689	£111,289	8	

NB: Not all SPCB scales are currently used by the Commissioner.

\* As at 10 July 2018, exact figure to be confirmed by the SPCB.