

[REDACTED]

12 June 2019

Dear [REDACTED]

Freedom of Information Act 2000– Information request (ref: FOI_19-158)

We have now considered your request of 06 June 2019 for information relating to the pay scales of grounds staff employed by the University.

Our response is on page 2 of this letter, together with a copy of your request.

We hope this information will meet your requirements, however if you are not satisfied you have the right of appeal. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must appeal within 40 working days of the date of this letter. In line with section 5.3 of the UK Government's Freedom of Information Act Code of Practice, we are not obliged to accept internal reviews after this date.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website:

https://ico.org.uk/Global/contact_us, or by telephone on 0303 123 1113.

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Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

Kirsty McDonald
Information Compliance Assistant
University of East Anglia

Response to Freedom of Information Act 2000 request (FOI_19-158)

1. Do you employ grounds staff (i.e. not outsourced)?

Yes.

If yes, are these members of staff paid differently dependant on their duties?

Yes. All staff members are paid based on the University's salary pay scale¹. Where certain posts have additional senior, technical or management responsibilities that staff member will be assigned to a higher grade which is assessed by full job evaluation.

If yes, are these members of staff paid differently dependant on their workplace relevant qualifications?

This would depend on the requirements of the role, but possibly if a particular technical qualification was required in the role – this would be assessed by a full job evaluation.

If yes, does your pay scale work on tiers?

Yes. Our pay scale works on grades and increments within each grade.

If yes, how many tiers do you have?

Normally four or five increments per grade.

2. What is the maximum and minimum pay of the members of this team (either pro rata or p/h)

The maximum grade pay is £16,965 per annum (full time) and the minimum is £39,609 per annum (full time).

¹ <https://www.uea.ac.uk/hr/employee-information/payscales>