

PBNI disclosure Log – response to Request  
Request reference: 023.35.13  
Date of Request: 28 June 2013  
Date of Response: 5 July 2013

## Request

- Q1. You requested a copy of the ‘new’ PBNI pay scales (to include the pay points of each scale across all grades) which have, or will be implemented, following approval of the Business Case by DFP.
- Q2. Confirm whether ‘Pay Progression’ is part of the Business Case and whether ‘Progression’ has or will be included in calculating Pay Arrears?
- Q3. Confirm, by way of example, how a PBNI employee with five years satisfactory service will be assimilated onto their relevant pay scale. I.e. does the employee begin at the bottom of the ‘new’ scale, at point five of the scale, or at some other point?
- Q4. Confirm the date from which arrears of pay will be calculated?
- Q5. Confirm when pay arrears will be paid to PBNI staff.
- Q6. Confirm the date on which the Business Case was submitted to the Department of Justice for initial approval.
- Q7. Confirm the date that the Department of Justice approved the Business Case.
- Q8. Confirm the date that the Business Case was submitted to the Department of Finance and Personnel for approval.
- Q9. Confirm the date that the Department of Finance and Personnel approved the Business Case.

## Response

- Q1** Please see attached at Appendix 1, 2 and 3 documents outlining NICS pay scales which are in the process of being implemented or will be implemented. These are in respect of 2009, 2010/11, and 2012-2014 pay scales. Please note that pay scales for 2013-14 have not yet been approved.
- Q2** I can confirm that pay progression is part of the business case and will be included in calculating pay arrears.
- Q3** For example, if an AO has over five years reckonable service and is on or below maxima of the current NIO scale, the revised pay point is assimilation point 3 of AO NICS pay scale.
- Q4.** Pay Arrears will be calculated from 12 April 2010.
- Q5.** Pay Arrears will be paid to staff once they decide whether to move to the equivalent NICS grade and pay scale or retain former NIO grade and pay scale, and inform HR of their choice. Arrears will then be paid to staff in the next available pay run.
- Q6** You confirmed (email of 28 June 2013), that you meant the business case relating to approval for assimilation. The outline business case was first submitted to the Department of Justice (DOJ) Sponsor Branch on 16 April 2012.
- Q7.** Business cases are not approved by DOJ Sponsor Branch but upon review are forwarded to DOJ Financial Services Division (FSD) and then on to the Department of Finance and Personnel (DFP) for approval.
- Q8.** The outline business case was first submitted to DFP (via DOJ) on 9 May 2012.
- Q9.** The outline business case was approved on 17 October 2012.

If you have any queries about this response, or if I have misinterpreted your request in any way, please contact me. Please remember to quote the reference number above in any future communications.

If you are unhappy with the way PBNI has handled your request, you may ask for an internal review using our complaints procedure. A copy of our complaints procedure is available on our website [www.pbni.org.uk](http://www.pbni.org.uk).

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner’s Office, Wycliff House, Water Lane, Wilmslow, Cheshire, SK9 5AF.