

Template for departments to publish information on remuneration of named individuals¹ paid £150k per annum or more in departments, non-ministerial departments and executive agencies

REMUNERATION INFORMATION FOR ALL INDIVIDUALS PAID £150k PER ANNUM OR MORE IN £5K BANDS

Name	Role	Salary (including benefits in kind) ²	Performance-related pay paid in reporting year (£5k bands)	Please provide an explanation of how any performance award is justified by: a) the performance of the individual; b) the performance of the organisation as a whole
<u>Nil Return</u>				

National Archives of Scotland, Edinburgh, based on salaries as at 31 Jan 2010

Template for no of staff paid £50,000 per annum or more

NO OF STAFF PAID £50,000 p.a OR MORE (in £5,000 increments)	
AMOUNT³	NO OF STAFF (FTE)
£50,000 - £54,999	6
£55,000 - £59,999	
£60,000 - £64,999	
£65,000 - £69,999	2
£70,000 - £74,999	
£75,000 - £79,999	
£80,000- £84,999	
£85,000 - £89,999	
£90,000 - £94,999	
£95,000 - £99,999	
£100,000 - £104,999	
£105,000 - £109,999	
£110,000 - £114,999	
£115,000 - £119,999	
£120,000 - £124,999	
£125,000 - £129,999	
£130,000 - £134,999	
£135,000 - £139,999	

¹ This includes individuals paid £150K per annum or more on a pro-rata basis. It also includes Chairs and non-executive board members as well as senior civil servants, senior executive staff and any other kind of appointment.

² This should include all elements of salary, fees, allowances, plus the cost to the employer of any additional benefits and pensions not generally available to the SCS or to the rest of the organisation. If entries differ from these requirements, please provide an explanatory note.

³ This should include the same elements as for those paid £150k or above, where applicable, with the exception that performance-related pay should also be included. If entries differ from these requirements, please provide an explanatory note.

£140,000 - £144,999	
£145,000 - £149,999	

Examples

Named staff paid £150k or more

Sir Humphrey Appleby is Permanent Secretary of the Department of Administrative Affairs. His base salary for 2008/09 was £161,345 and he also received a housing allowance of £3000 and a grant of £700 to buy evening wear for official functions. His total base pay is therefore £165,345 (£161,345 + £3000 + £700). He also received a PRP of £13,000. He would therefore appear in the report as:

Name	Role	Salary (including benefits in kind)	Performance-related pay paid in reporting year (£5k bands)	Please provide an explanation of how any performance award is justified by: a) the performance of the individual; b) the performance of the organisation as a whole
Sir Humphrey Appleby	Permanent Secretary	£165,000 - £169,999	£10,000-£14,999	Sir Humphrey led his Department through a major re-organisation that has led to improved staff morale and stakeholder engagement.

No of staff paid £50k or more

John Smith is a member of staff in the same department, working 20.5 hours a week. His base salary for 2008/09, when pro-rated, works out at £53,000. In addition he has a housing allowance of £2,000 and received a £3,000 (after pro-rating up to allow for the hours worked) performance related payment, making a total of £58,000. He will be entered on the template as a full-time equivalent. This is calculated by dividing the number of hours he works by the conditioned hours for full-time staff (i.e.41 hours). This gives a figure of $20.5/41 = 0.5$. His entry on the template will be

NO OF STAFF PAID MORE £50,000 p.a or more (in £5,000 increments)	
AMOUNT	NO OF STAFF (FTE)
£50,000 - £54,999	
£55,000 - £59,999	0.5