



# ALLSAINTS

## WOODFORD WELLS

<b>Title</b>	Pay Policy
<b>Owner</b>	Senior Management Team
<b>Issue Date</b>	November 2024
<b>Reviewed By</b>	Rachel Whitelegg
<b>Approved By</b>	PCC
<b>Approved Date</b>	February 2018 January 2020 November 2024 March 2026
<b>Revision Date</b>	March 2027

The Trustees of All Saints' with St Andrew's, represented by the Parochial Church Council (PCC), aim for the church to be recognised as a good and reasonable employer, respecting the skills, abilities and personal aspirations of its entire staff, and seeking to help them to develop their contribution to the effectiveness of All Saints' ministry of building the Kingdom within the community.

The Trustees' approach to working together with its staff team is grounded in our Christian faith and reflected in all the policies adopted by All Saints'.

The Trustees recognise that they need to ensure that any pay scales authorised must fall within the guidelines provided by the Treasurer, reflecting the expected resources of All Saints' in any given period under review. The PCC anticipates that total salary costs will be covered by routine income sources.

The PCC is cognisant of the need to retain key staff in ministry positions to limit staff turnover. Therefore, it seeks to pay these members of staff at suitable remuneration levels, recognising the need to reward both experience and seniority. It also seeks to maintain an acceptable range of remuneration between the more senior and junior members of staff.

The PCC seeks to ensure that any salary it authorises is in line with comparable salary levels in similar organisations and churches. Therefore, it undertakes an annual review of comparative roles to ensure that the salaries offered remain within reasonable parameters of the market.

All staff salaries are reviewed by the PCC on an annual basis, but this does not guarantee that there will be an annual increase. Some staff salaries may be reviewed between the annual reviews, if appropriate.

The PCC recognises that the remuneration of the staff also includes benefits and will continue to operate a non-contributory workplace pension scheme for all staff earning over £10,000 per annum at the standard rate of 8% of qualifying earnings for those on fixed term contracts and 10% of total salary for those on permanent contracts.

The PCC offers 30 days' holiday per annum in addition to public holidays, both pro-rated for those working part-time, and offers a generous sick pay policy.

The PCC will pay the London Living Wage as a minimum to all staff over the age of eighteen.