

Centre City Tower, 7 Hill Street, Birmingham B5 4UA  
21 Bloomsbury Street, London WC1B 3HF

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By email

6 November 2020

Freedom of Information Act (FOIA) 2000 - Request for Information

Reference: FOI 202010113

Dear [REDACTED]

Thank you for your request for the following information

1] Please state the effective date (day, month and year) of your organisation's 2020/21 pay review.

1 August 2020

2] If the 2020/21 pay review has yet to be finalised please state the month in which you anticipate it will be concluded.

N/A

3] Please state the employee group/s covered by the 2020/21 pay review.

Eligible staff at Band 5 and below

4] Please state the total number of employees covered by the 2020/21 pay review.

201 employees

5] Please provide a copy of your 2020/21 pay agreement (if applicable) or generic pay circular sent to employees (that is one that does not identify any individual employee) outlining the outcome of the latest pay review if there are no collective negotiations.

- Maintain the 12-month qualification period – this means that anyone who joined Ofwat on or after 2 August 2019 (including civil service transfers) will not be eligible for the 2020/21 pay award.
- Apply £650 to staff at Business Support and Associate Bands (average 3.6% - 2.1%)
- Apply 2% of salary to staff in Quartile 1 and 2 at Senior Associate, Principal and Director Bands
- Apply 2% of band median to staff in Quartile 3 and 4 at Senior Associate, Principal and Director Bands
- Maintain a 0.50% (of total pay bill) non-consolidated reward budget
- Increase Pay Band minima and maxima amounts by the greater of £650 or 2%
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6] Was the latest pay review concluded under the remit of the 2020/21 Civil Service Pay Guidance?

Yes

7] Please state the % consolidated basic pay rise received by the lowest-paid adult (aged 18 and over) employee as a result of the latest pay review, excluding the effect of any incremental progression, merit pay or bonuses.

3.38%

8] Please list the current grades and pay rates together with the previous year's grades and rates for the below roles or their equivalents if applicable:

- a] Administrative Assistant (AA)
- b] Administrative Officer (AO)
- c] Executive Officer (EO)
- d] Higher Executive Officer (HEO)
- e] Senior Executive Officer (SEO)
- f] Grade 6
- g] Grade 7

Ofwat does not use civil service grades. Please see table with Ofwat Pay Bands and salaries.

2019/20		
Pay band	New Minimum	New Maximum
Band 1	£17,829	£24,492
Band 2	£24,493	£33,850
Band 3	£33,851	£50,615

Band 4	£50,616	£77,422
Band 5	£77,423	£116,134
2020/21		
Pay band	New Minimum	New Maximum
Band 1	£18,479	£25,142
Band 2	£25,143	£34,527
Band 3	£34,528	£51,627
Band 4	£51,628	£78,970
Band 5	£78,971	£118,457

9] If an employee's annual pay award is determined solely according to an assessment of their individual performance (commonly known as a merit increase) as opposed to an across-the-board pay rises (where all employees generally receive the same increase irrespective of their individual performance) please state the percentage of the paybill allocated to fund these awards, the range of increases and whether or not the awards are consolidated.

Pay award not determined according to an assessment of individual performance

10] If any employees were eligible for individual performance-related payments or bonuses over and above the general pay rise please state the range of increases (either as a percentage of their base salary or a cash amount as applicable), whether or not they were consolidated into basic pay and please state the overall % of the paybill allocated to fund these awards.

None

11] Please state the overall paybill increase as a result of the latest pay review expressed as a percentage of the paybill.

2%

12] Have any other changes been made to terms and conditions (for example holiday entitlement, sick pay provision and the like) as part of the latest pay review? If yes, please state what they are.

No

13]. Please state the name of the union/unions party to your main collective agreement covering pay and conditions if there are collective negotiations.

Public and Commercial Services Union (PCS) and the Association of First Division Civil Servants (FDA)

14] Please provide the name and contact details of the person/s responsible for overseeing your organisation's annual pay review.

Ofwat does not provide personal names for Ofwat staff below the level of Senior Leadership Team. There is no expectation from staff for their emails to be released and therefore the data protection principle requiring processing to be lawful, fair or transparent is not met. For this reason the information is withheld under FOIA exemption s40.

We can confirm that we do hold this information and have provided it in blue above.

Once a(n) FOI/EIR request is answered, it is considered to be in the public domain. To promote transparency, Ofwat may publish the response and any material released on our website in the FOI disclosure section. Any personal information in the letter will be removed before publishing.

We will hold the information in accordance with Ofwat's Retention and Disposal schedule which can be found in our Publication Scheme at the following link <https://www.ofwat.gov.uk/foi/policies-and-procedures/>. If you have any concerns how Ofwat processes your personal data please contact the Data Protection Officer at [dpo@ofwat.gov.uk](mailto:dpo@ofwat.gov.uk). To view Ofwat's full Privacy Policy please go to <https://www.ofwat.gov.uk/foi/policies-and-procedures/>

If you have any queries or concerns with regard to the content of this letter please do contact us, quoting the reference number. If you are unhappy with how your request has been responded to you can request an internal review by writing to [foi@ofwat.gov.uk](mailto:foi@ofwat.gov.uk).

If you are still not satisfied following our response to an internal review, you have the right to complain to the Information Commissioner's Office under section 50 of the Freedom of Information Act 2000.

Further information concerning your rights is available from the Information Commissioner's Office at:  
<https://ico.org.uk/>

or

The Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow

Yours sincerely,

**Ofwat's Information Governance Team**