

Extract from Pay Policy Statement re Honorariums/Ex Gratia Payments

5.5.4

Other

Officers engaged on NJC conditions of service may in some circumstances receive honorariums/ex gratia payments as a consequence of undertaking duties in part or full at a higher level. The amount payable will be different according to each individual set of circumstances to be determined by the respective Director in conjunction with the Human Resources Section. Further details relating to the terms outlined within the NJC conditions of service are set out below:

Extract from the NJC

- 1.3 There should be local arrangements for recognising temporary additional duties where employees act up in the absence of more senior employees.

Honorariums:

Local Conditions: "in circumstances where an employee is undertaking part of the duties of a higher graded post and the Director in consultation with the Strategic Manager Human Resources has awarded an honorarium this will be reviewed and monitored on a half yearly basis by CMT to determine whether continued payment is still justified. Any payment may be varied or withdrawn as a result of this review to take place with immediate effect."

"Where it is identified that the circumstances relating to the payments referred to at have changed or the payment is no longer justifiable, then the relevant employee(s) will be given 12 weeks' notice of this change to their terms and conditions of service"

JCC 18 November 2008