



## **JustUs Pay Review Policy**

It is the aim of JustUs to recruit and retain high calibre individuals who not only contribute to the achievement of the charity's aims and objectives but also understand and support the ethos and culture of the organisation. The Charity's aim is to provide a remuneration package and working environment that is attractive, and that exceeds that of other organisations in the sector. This is in recognition of the uniqueness of staff roles, to ensure continued motivation of staff and for staff retention.

The trustees of JustUs have ultimate responsibility for setting salary levels for staff. Trustees will conform with the Equality Act 2010.

The trustees of JustUs are committed to ensuring a proper balance between paying staff and others fairly to attract and retain the best people for the job whilst ensuring careful management of charity funds.

### **Levels of Pay**

In deciding the levels of pay, trustees of JustUs will consider:

- the purposes, aims and values of the charity and its beneficiaries' needs
- how salary is linked to the skills, experiences and competencies that the charity needs from staff and the scope of their roles
- the number of staff the charity can reasonably afford including a) increasing remuneration levels, and b) how increases to salaries would be perceived
- staff performance against expectations, both short and long term
- the overall contribution and performance of an individual and the extent to which their role has changed or enlarged which may justify an adjustment to salary
- general inflation rates, e.g. Retail Price Index or Consumer Price Index
- information on pay policies and practices of other organisations in the sector that could help guide a decision on whether a level of pay is fair
- the charity's track record in attracting and retaining committed and motivated employees.

The Charity undertakes to review salaries at the end of each financial year for implementation every 5<sup>th</sup> April although there is no guarantee that any changes to salaries will be made because of the review.

Any percentage pay rise awarded will be for all rates of pay for all members of employed staff.

This policy will be reviewed every 3 years.