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Part B: Remuneration and Staff Report 2022/23

- 1.1 The information contained in this report relates to the remuneration of the senior managers employed by Public Health Wales and other people-related matters.
- 1.2 The Pay Policy Statement (Annex 3) relates to Public Health Wales' strategic stance on senior manager remuneration and provides a clear statement of the principles underpinning decisions on the use of public funds.
- 1.3 The definition of "Senior Manager" is:
'those persons in senior positions having authority or responsibility for directing or controlling the major activities of the NHS body. This means those who influence the decisions of the entity as a whole rather than the decisions of individual directorates or departments.'
- 1.4 For Public Health Wales, the Senior Managers are considered to be the regular attendees of the Trust Board meetings, i.e. the Executive Directors, the Non-Executive Directors and the remaining Board-Level Directors. Collectively the Executive and Board-Level Directors are known as the Executive Team. Although not formally a member of the Executive Team, the Board Secretary and Head of the Board Business Unit is also included within the definition of Senior Manager.

2. Remuneration and Terms of Service Committee

- 2.1 The Public Health Wales Remuneration and Terms of Service Committee considers and approves salaries, pay awards and terms and conditions of employment for the Executive Team and other key senior staff.
- 2.2 The Remuneration and Terms of Service Committee also considers and approves applications relating to the Voluntary Early Release Scheme, redundancy payments and early retirements.
- 2.3 All Executive Directors' pay and terms and conditions have been, and will be, determined by the Remuneration and Terms of Service Committee within the Framework set by the Welsh Government.
- 2.4 During 2022/23 the Public Health Wales Remuneration and Terms of Service Committee consisted of the following Members:
 - ❖ Jan Williams OBE (Chair)
 - ❖ Dr Tracey Cooper (Chief Executive).
 - ❖ Kate Eden (Vice Chair and Non-Executive Director)
 - ❖ Dyfed Edwards (Non-Executive Director) until February 2023
 - ❖ Professor Diane Crone (Non-Executive Director)

- ❖ Professor Sian Griffiths (Non-Executive Director)
- ❖ Mohammed Mehmet (Non-Executive Director)
- ❖ Nick Elliott (Non-Executive Director)
- ❖ Kate Young (Non-Executive Director)
- ❖ Sian Griffiths (Non-Executive Director)

2.5 The performance of Executive Directors is assessed against individual objectives and the overall performance of Public Health Wales. Public Health Wales does not make bonus payments of any kind.

2.6 All payments are against the pay envelope in the annual letter from the Chief Executive of NHS Wales on this matter. The Senior Managers to receive pay-awards have been those remunerated on 'Medical and Dental' or 'Agenda for Change' pay scales and those in 'Executive and Senior Posts'.

2.7 During 2022/23, the Remuneration and Terms of Service Committee approved the following (in consultation with Welsh Government where appropriate):

- ❖ The Chief Executive approved the appointment of Angela Jones as Acting Director of Health and Wellbeing from 27 June 2022 to 31 April 2023
- ❖ 07 December 2022 - approved the appointment of Sumina Azam as Acting National Director of Policy and International Health/Director of the World Health Organization Collaborating Centre
- ❖ 07 December 2022 - noted the appointment of Liz Blayney as Acting Board Secretary and Head of the Board Business Unit

Voluntary Early Release and Redundancy payments:

- ❖ Approval of one application, totalling £79,592 under the Voluntary Early Release Scheme.

3. Salary and Pension Disclosures

3.1 Details of salaries and pension benefits for Senior Managers captured within this report are given in Annexes 1 and 2.

3.2 The single figure of remuneration (**Annex 1**) is intended to be a comprehensive figure that includes all types of reward received by Senior

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Managers in the period being reported on, including fixed and variable elements as well as pension provision.

- 3.3 The single figure includes the following:
- ❖ Salary and fees both pensionable and non-pensionable elements.
 - ❖ benefits in kind (taxable, total to the nearest £100)
 - ❖ pension-related benefits - those benefits accruing to Senior Managers from membership of a participating defined benefit pension scheme.
- 3.4 There are no annual or long-term performance-related bonuses.
- 3.5 Annual salary figures are shown prior to any reduction as a result of any salary sacrifice scheme.
- 3.5 The value of pension-related benefits accrued during the year is calculated as the employee's real increase in pension multiplied by 20, plus any real increase in pension lump sum (for scheme members entitled to a lump sum), less the contributions made by the employee. The real increase excludes increases due to inflation or any increase or decrease due to a transfer of pension rights.
- 3.7 **Annex 2** gives the total pension benefits for all Senior Managers. The inflationary rate applied to the 2022/23 figure is 3.1% as set out in the 2021/22 Greenbury guidance.

4. Remuneration Relationship

- 4.1 NHS bodies in Wales are required to disclose the relationship between the remuneration of the highest-paid Director in their organisation and the median remuneration of the organisation's workforce. This information is provided in note 10.6 to the Financial Statements.

5. 2021/22 Staff Report

5.1 Number of Senior Managers

As of 31 March 2023 there were 10 Senior Managers that made up the Executive Team (including the role of Board Secretary and Head of the Board Business Unit); they were also Board members or regular attendees. Their terms and conditions are broken down as follows:

Consultant (Medical and Dental):	0
Executive and Senior Posts pay scale:	9
Agenda for Change Wales:	1

5.2 Staff Numbers

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The following table shows the average number of staff employed by Public Health Wales NHS Trust, by group as defined in the annual accounts.

	Permanently Employed (inc Fixed Term) WTE	Agency Staff WTE	Staff on inward secondment WTE	Specialist Trainee (SLE)	2022/23 Total WTE	2021/22 Total WTE
Administrative, clerical and board members	1,228	42	48	0	1,318	1,228
Ambulance Staff	0	0	0	0	0	0
Medical and Dental	109	4	22	2	137	116
Nursing, Midwifery registered	97	0	10	0	107	88
Professional, scientific and technical staff	10	0	1	0	11	13
Additional Clinical Services	359	8	0	0	367	342
Allied Health Professionals	83	2	1	0	86	76
Healthcare Scientists	404	22	0	0	426	399
Estates and Ancillary	2	1	0	0	3	1
Students	0		0	0	0	0
Total	2,292	79	82	2	2,455	2,263

5.3 Staff Composition

The gender breakdown of the Senior Managers and other employees as of 31 March 2023 was as follows:

	Male	Female
Senior Managers	60%	40%
Other employees	26%	74%

The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 came into force on 6 April 2017, which require employers in England and Wales with 250 or more employees to publish statutory calculations every year showing the pay gap between their male and female employees.

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- mean gender pay gap in hourly pay;
- median gender pay gap in hourly pay;
- proportion of males and females in each pay quartile.

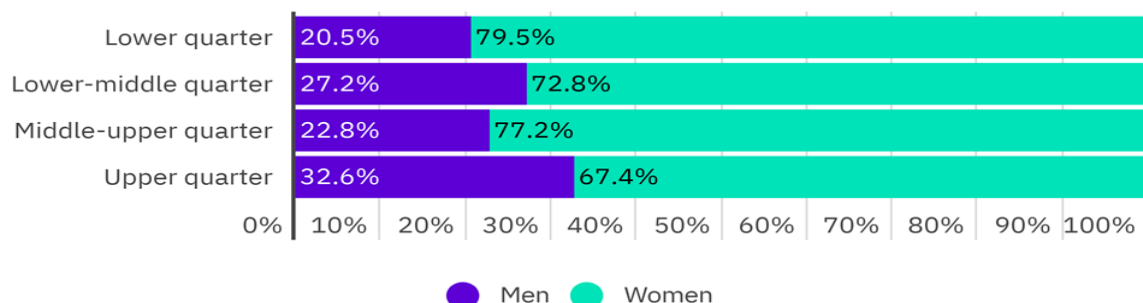
In Public Health Wales, the mean and median hourly rate by Gender as of 31 March 2022 was as follows:

Gender	Mean. Hourly Rate (£)	Median Hourly Rate (£)
Male	22.29	17.48
Female	19.66	16.52
Difference	2.64	0.95
Pay Gap %	11.8	5.5

These figures highlight a gap between the pay for men and women in the organisation, and have reduced considerably from a mean pay gap of 16.1% and median gap of 8.5% last year. This is attributable to the high proportion of women in some of the lower grades, which can be as high as almost 90% which in turn brings the overall average down. Analysis of the staff data shows that from Band 8a, the number of women in the higher grades drops significantly.

The decrease in the Gender Pay Gap figures for this year can be explained in part by working practices during the pandemic. When analysing the data, it transpired that the pandemic has had an impact on our figures, both in terms of overtime and on-call enhancements.

The percentages of men and women in each quartile of earnings is as follows:



The percentage of women in the upper quartile has increased by 1.4% since last year, and the percentage of men in the lower quartile has increased by 0.2%.

5.4 Sickness Absence data

The following table provides information on the number of days lost due to sickness during 2021/22 and 2022/23:

	2022-2023 Number	2022-2022 Number
Days lost (long term)	25,032	21,144
Days lost (short term)	12,879	10,177
Total days lost	37,911	31,321
Total staff years	2,084	2,021
Average working days lost	1019	966
Total staff employed in period (headcount)	2,291	2,233
Total staff employed in period with no absence (headcount)	817	1,176
Percentage staff with no sick leave	39.81%	50.45%

There has been a small increase in headcount from 2021/2022 (58 additional staff).

Sickness absence rates across Public Health Wales over 2022/2023 have seen an increase with number of days lost due to sickness absence up by 6590 days from 2021/2022.

The percentage of staff recording no sickness absence has fallen from 50.45% to 39.81%.

We have seen an increase in the number of days lost due to long term sickness absence, up by 3888 days. All long term sickness absence cases are supported by a People & OD Advisor and are managed in line with the Managing Attendance at Work Policy (MAAW).

Training on the MAAW policy has continued with the majority of sessions being delivered remotely by the People & OD Team. The E-Learning module should be released by June 2023 and this will be mandatory learning for all those staff within the organisation who have responsibility for line managing others.

5.5 Staff policies applied during the financial year

The Trust's workforce policies cover all aspects of employment, from recruitment and selection, training and development to terms and conditions of service and termination of employment. They also set out the guiding principles that influence the way that Public Health Wales carries out its employment based activities and the expectations of all staff. Some of these policies are developed and reviewed with other NHS organisations on an "all Wales" basis and their adoption is mandatory. All other employment policies are developed and reviewed through policy workshops attended by various stakeholders from within the organisation.

Public Health Wales also has a range of policies and initiatives which enable people with a protected characteristic (including disability) to gain employment with the Trust, and remain in employment where appropriate, should they become covered by a protected characteristic during their employment. Our flexible working arrangements, and Work How it Works Best pilot enables staff to accommodate their personal situations and requirements, as well as an Occupational Health service who can advise on reasonable adjustments for those who require them. Our Recruitment Policy and candidate information promotes the use of inclusive and welcoming language and ensures that we will make reasonable adjustments to the process as required. We also have guidance for staff who are Transitioning in the workplace, to help individuals and managers through the process.

Public Health Wales' Recruitment Policy makes reference to eliminating all forms of discrimination in accordance with the Equality Act 2010. Public Health Wales operates a guaranteed interview scheme whereby disabled applicants are guaranteed an interview if they meet the essential requirements of the person specification for the post they are applying for. When invited to interview, all applicants are asked if any adjustments are required to enable them to attend.

Where a disabled candidate is appointed, Public Health Wales is responsible for carrying out any reasonable adaptations to the workplace or supplying additional equipment to assist the new employee in their role. This usually follows assessment, advice and support from the Trust's Occupational Health Service.

In July 2022, we were reassessed and awarded Disability Confident Leader Status; the only NHS Organisation in Wales to be awarded this a second time. A lot of work was put into reviewing and improving processes, awareness and our environment to get us to this stage and the feedback from disabled staff has been positive. This also builds on our reputation as an inclusive employer, building confidence for staff and prospective job applicants.

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In October 2022, we were awarded Silver Plus level in the Cultural Competence Scheme which is run by Diverse Cymru. Again, we are the only NHS organisation to receive this award. We will apply for reaccreditation in October 2023.

The All Wales Managing Attendance at Work Policy which was introduced in December 2018 has a focus on managers knowing and understanding their staff, and working in partnership to support individuals in the workplace. The policy has an emphasis on wellbeing rather than managing absence and is designed to support individuals to remain in the workplace. The policy retains mechanisms for phased return to work, with no loss of pay and makes enhancements in support of appointments linked to underlying health concerns. There is a greater emphasis on access to advice and support (Employee Assistance Programme), Occupational Health, GP, Physiotherapy, Counselling, etc. to enable the organisation to facilitate a more rapid return to the workplace, along with greater support to remain in work. Where a return to an individual's role is not possible, redeployment to a suitable alternative role is explored.

There are also a number of policies, procedures and guidelines that support staff health and well-being such as the Flexible Working Policy and Toolkit, Career Break Scheme, Annual Leave Purchase Scheme, Mental Wellbeing policy. Public Health Wales also runs a workplace mediation service for staff.

Public Health Wales is committed to providing a working environment free from harassment and bullying and to ensuring all staff are treated, and treat others, with dignity and respect. To support the Healthy Working Relationships approach, Public Health Wales has a team of trained facilitators from across the organisation who are available to support staff to resolve conflict at an early and informal stage. Informal resolution helps in ensuring the restoration of healthy working relationships, before issues escalate into serious disputes that require the use of formal procedures.

All staff have equal access to appraisal, via Public Health Wales' 'My Contribution' process, training opportunities and career development. They are expected to undertake statutory and mandatory training applicable to their post.

In relation to staff organisational change and restructuring of services, Public Health Wales has adopted the All Wales Organisational Change Policy and has in place a Redundancy Policy and Voluntary Early Release Scheme.

All workforce policies are reviewed and developed jointly with the recognised trade unions, in accordance with an agreed policy review and development schedule.

Policies are published on the Public Health Wales website at <https://phw.nhs.wales/about-us/policies-and-procedures/policies-and-procedures-documents/human-resources-policies/>

5.6 Other Employee Matters

Our Staff Diversity Networks continue to grow and embed themselves within the organisation. They have been particularly important for staff who have been working remotely over the past few years, offering support and a sense of belonging to members. We have networks for Women, Carers, LGBT+, Disabled, Black, Asian and Minority Ethnic Staff, Men and Welsh Speakers. Network members have been involved with the development of our OD initiatives such as the Behaviours Framework, Work How it Works Best, HR Policy reviews and the Cost of Living Support plan.

We have continued to hold various awareness raising events throughout the year, and supported the Pride events in Swansea and Cardiff in 2022. We have held a range of speaking and awareness raising events, Intranet articles and opportunities for staff to celebrate difference. Many more staff were involved this year with events taking place via Teams, and were recorded and made available for those who were unable to attend at the time.

5.7 Expenditure on Consultancy

For the purposes of the statutory accounts, Consultancy is defined as time limited/ad-hoc assignments that are not considered to be related to the day-to-day activities of the Trust. This can include expenditure on services such as:

- ❖ General Management Consultancy
- ❖ Legal
- ❖ Human Resources
- ❖ Financial
- ❖ IT Consultancy
- ❖ Property Services/Estates
- ❖ Marketing and Communication
- ❖ Programme and Project Management

During 2022/23, Public Health Wales' expenditure on consultancy was £0.721m compared to £1.465m in 2021/22.

5.8 Tax Assurance for Off-Payroll Engagements

The Trust is required to disclose any arrangements it has whereby individuals are paid through their own companies or off-payroll. Where off-payroll payments have been made, the Trust has sought assurance from all relevant parties that the appropriate tax arrangements are in place. Full details of these arrangements are published on the Public Health Wales website at <https://phw.nhs.wales/about-us/publication-scheme/>

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5.9 Exit Packages

The figures disclosed in this note relate to exit packages agreed in the year. The actual date of departure might be in a subsequent period, and the expense in relation to the departure costs may have been accrued in a previous period. The data are therefore presented on a different basis to other staff cost and expenditure notes in the accounts.

Table 1	2022-23	2022-23	2022-23	2022-23	2021-22
Exit packages cost band (including any special payment element)	Number of compulsory redundancies	Number of other departures	Total number of exit packages	Number of departures where special payments have been made	Total number of exit packages
less than £10,000	1	0	1	0	1
£10,000 to £25,000	0	0	0	0	1
£25,000 to £50,000	0	0	0	1	4
£50,000 to £100,000	0	1	1	0	1
£100,000 to £150,000	0	0	0	0	0
£150,000 to £200,000	0	0	0	0	0
more than £200,000	0	0	0	0	0
Total	1	1	2	1	7
	2022-23	2022-23	2022-23	2022-23	2021-22
Exit packages cost band (including any special payment element)	Cost of compulsory redundancies	Cost of other departures	Total cost of exit packages	Cost of special element included in exit packages	Total cost of exit packages
	£'s	£'s	£'s	£'s	£'s
less than £10,000	4,630	0	4,630	0	3,020
£10,000 to £25,000	0	0	0	0	36,356
£25,000 to £50,000	0	0	0	44,602	159,513
£50,000 to £100,000	0	79,592	79,592	0	75,874
£100,000 to £150,000	0	0	0	0	0
£150,000 to £200,000	0	0	0	0	0
more than £200,000	0	0	0	0	0
Total	4,630	79,592	84,222	44,602	263,325

6. Statement of Assurance

- 6.1 I confirm that there is no relevant audit information in the Annual Report of which the Audit Wales is unaware. As Chief Executive, I have taken all the steps in order to make myself aware of any relevant information and ensure the Audit Wales is aware of that information.

Signed: **Dr Tracey Cooper**

Date:

Dr Tracey Cooper
Chief Executive and Accountable Officer, Public Health Wales

Annex 1a - Single Figure of Remuneration (2022/23) (Audited)

Name and Title	Salary (Bands of £5k)	Other (bands of £5,000)	Benefits in kind (taxable) to nearest £100	Pension Benefit to nearest £1,000	Total to nearest (Bands of £5k)
Dr Tracey Cooper, Chief Executive	170 - 175		0	44	215 - 220
Huw George, Deputy Chief Executive and Executive Director of Operations and Finance ¹	140 - 145		0.3	3	145 - 150
Rhiannon Beaumont-Wood, Executive Director of Quality, Nursing and Allied Health Professionals ²	125 - 130		0	229	355 - 360
Professor Mark Bellis OBE, Executive Director of Policy and International Health, WHO Collaborating Centre on Investment for Health	105 - 110		2.4	64	170 - 175
Dr Sumina Azam, Acting National Director of Policy and International Health, World Health Organisation Collaborating Centre ^{5,6}	40 - 45		0.2	TBC	TBC
Dr John Boulton, National Director of NHS Quality Improvement and Patient Safety/Director Improvement Cymru	140 - 145		0	34	175 - 180
Neil Lewis, Director of People and Organisational Development ⁷	105 - 110		1.1	0	110 - 115
Dr Fu-Meng Khaw, National Director for Health Protection and Screening Services and Executive Medical Director	150 - 155		0	TBC	TBC
Iain Bell, National Director for Public Health Knowledge and Research	140 - 145		0	0	140 - 145
Sally Attwood, Transition Director for Health and Well-being ⁸	15 - 20		0	14	30 - 35

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Angela Jones, Acting Director for Health and Wellbeing ^{9,10,11}	TBC		0	TBC	TBC
Helen Bushell, Board Secretary and Head of Board Business Unit ¹²	70 - 75		0	52	120 - 125
Elizabeth Blayney, Acting Board Secretary and Head of Board Business Unit ¹³	15 - 20		0	2	20 - 25
Non-Executive Directors:					
Jan Williams OBE	40 - 45		0	0	40 - 45
Kate Eden	20 - 25		0	0	20 - 25
Dyfed Edwards	5 - 10		0	0	5 - 10
Professor Diane Crone	5 - 10		0	0	5 - 10
Professor Sian Griffiths	5 - 10		0	0	5 - 10
Mohammed Mehmet	5 - 10		0	0	5 - 10
Kate Young	5 - 10		0	0	5 - 10
Nick Elliott	5 - 10		0	0	5 - 10

1. Salary includes £2,205 sacrificed in respect of a personal lease car
2. Salary includes £7,237 in respect of an alternative payment received in accordance with the ['Employer Pension Contributions - Alternative Payment Policy'](#)
3. Mark Bellis left the Trust on 06/12/2022. Full year equivalent salary banding is £140,000 - £145,000
4. Salary includes £4,110 sacrificed in respect of a personal lease car
5. Sumina Azam was appointed on 07/12/2022 as Acting National Director of Policy and International Health, World Health Organisation Collaborating Centre. Full year equivalent salary banding is £xxx,000 - £xxx,000
6. Salary includes £1,327 sacrificed in respect of a personal lease car
7. Salary includes £4,694 sacrificed in respect of a personal lease car
8. Sally Attwood retired from Public Health Wales on 31/05/2022. Full year equivalent salary banding is £110,000 - £115,000
9. Angela Jones was appointed on 27/06/2022 as Acting Director for Health and Wellbeing. Full year equivalent salary banding is £xxx,000 - £xxx,000
10. Angela Jones left the Trust on 30/09/2022 as part of a service transfer of Local Public Health Teams to Health Boards
11. Angela Jones commenced a secondment with the Trust on 01/10/2022 as Acting Director for Health and Wellbeing. Reimbursement for payroll costs from this date are to Cwm Taf Morgannwg University Health Board
12. Helen Bushell left the Trust on 06/01/2023. Full year equivalent salary banding is £90,000 - £95,000
13. Elizabeth Blayney was appointed on 09/01/2023 as Acting Board Secretary and Head of Board Business Unit. Full year equivalent salary banding is £80,000 - £85,000
14. Dyfed Edwards left the Trust on 27/02/2023. Full year equivalent salary banding is £5,000 - £10,000
15. Kate Young was appointed on 01/04/2022 as Non-Executive Director
16. Nick Elliott was appointed on 02/05/2022 as Non-Executive Director. Full year equivalent salary banding is £5,000 - £10,000

Annex 1b - Single Figure of Remuneration (2021/22) (Audited)

Name and Title	Salary (Bands of £5k)	Other (bands of £5,000)	Benefits in kind (taxable) to nearest £100	Pension Benefit to nearest £1,000	Total to nearest (Bands of £5k)
Dr Tracey Cooper, Chief Executive	165 - 170	0	0	44	205 - 210
Huw George, Deputy Chief Executive and Executive Director of Operations and Finance	135 - 140	0	0	56	190 - 195
Rhiannon Beaumont-Wood, Executive Director of Quality, Nursing and Allied Health Professionals	110 - 115	0	0	43	155 - 160
Jyoti Atri, Interim Executive Director of Health and Well-being ¹	30 - 35	0	0	62	95 - 100
Professor Mark Bellis OBE, Executive Director of Policy and International Health, WHO Collaborating Centre on Investment for Health	135 - 140	0	2,800	46	185 - 190
Dr John Boulton, National Director of NHS Quality Improvement and Patient Safety/Director Improvement Cymru	135 - 140	0	0	32	165 - 170
Neil Lewis, Director of People and Organisational Development ³	100 - 105	0	0	91	195 - 200
Sian Bolton, Transition Director, Knowledge ⁴	5 - 10	0	0	0	5 - 10
Dr Fu-Meng Khaw, National Director for Health Protection and Screening Services and Executive Medical Director ⁵	120 - 125	0	0	317	435 - 440
Iain Bell, National Director for Public Health Knowledge and Research ⁶	95 - 100	0	0	12	110 - 115
Sally Attwood, Transition Director for Health and Well-being ⁷	80 - 85	0	0	138	215 - 220

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Andrew Jones, Interim Director of Public Health Services ⁸	20 – 25	0	0	9	25 – 30
Dr Eleri Davies, Interim Medical Director ⁹	25 – 30	0	0	22	45 – 50
Helen Bushell, Board Secretary and Head of Board Business Unit ¹⁰	70 – 75	0	0	19	90 – 95
Elizabeth Blayney, Acting Board Secretary and Head of Board Business Unit ¹¹	10 – 15	0	0	2	15 – 20
Non-Executive Directors:					
Jan Williams OBE	40 – 45	0	0	0	40 – 45
Kate Eden	15 – 20	0	0	0	15 – 20
Judith Rhys MBE ¹²	5 – 10	0	0	0	5 – 10
Dyfed Edwards	5 – 10	0	0	0	5 – 10
Professor Diane Crone	5 – 10	0	0	0	5 – 10
Professor Sian Griffiths	5 – 10	0	0	0	5 – 10
Mohammed Mehmet	5 – 10	0	0	0	4 – 10

1. Jyoti Atri left the organisation on 11/06/2021
2. Salary includes £2,755 sacrificed in respect of a personal lease car
3. Neil Lewis as appointed as Director of People and Organisational Development on 31/04/2021
4. Sian Bolton retired from Public Health Wales on 02/05/2021
5. Dr Fu-Meng Khaw was appointed on 01/06/2021 as National Director for Health Protection and Screening Services and Executive Medical Director
6. Iain Bell was appointed on 12/07/2021 as National Director for Public Health Knowledge and Research
7. Sally Attwood was appointed on 01/07/2021 as Transition Director for Health and Well-being
8. Andrew Jones was Interim Director of Public Health Services until 31/05/2021
9. Dr Eleri Davies was Interim Medical Director until 31/05/2021
10. Helen Bushell took parental leave from 12/07/2021 to 12/09/2021
11. Elizabeth Blayney acted up from 12/07/2021 to 12/09/2021 as Board Secretary and Head of Board Business Unit
12. Judith Rhys left the organisation on 31/03/2022
13. Mohammed Mehmet increased from a 0.5WTE appointment to a 1.0WTE appointment with effect from 01/04/2021

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Name and Title	Accrued pension at pension age as at 31/03/23 and related lump sum	Real increase in pension and related lump sum at pension age	Cash Equivalent Transfer Value at 31 March 2023	Cash Equivalent Transfer Value at 31 March 2022	Real increase in Cash Equivalent Transfer Value	Employer's contribution to stakeholder pension
	(bands of £5,000)	(bands of £2,500)				To the nearest £100
	£'000	£'000	£'000	£'000	£'000	£'000
Dr Tracey Cooper, Chief Executive	110 - 115	2.5 - 5	873	784	42	0
Huw George, Deputy Chief Executive and Executive Director of Operations and	165 - 170	(5) - (2.5)	1,172	1,104	15	0
Rhiannon Beaumont-Wood, Executive Director Quality, Nursing and Allied Health	155 - 160	35 - 37.5	1,022	739	252	0
Professor Mark Bellis OBE, Executive Director of Policy and International Health, WHO Collaborating Centre and Investment for Health	25 - 30	2.5 - 5	394	316	51	0
Dr Sumina Azam, Acting National Director of Policy and International Health, World Health Organisation	TBC	TBC	TBC	527	TBC	0

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Dr John Boulton, National Director of NHS Quality Improvement and Patient Safety/Director Improvement	10 - 15	2.5 - 5	118	82	14	0
Neil Lewis, Director of People and Organisational Development	45 - 50	(2.5) - 0	574	551	-	0
Dr Fu-Meng Khaw, National Director for Health Protection and Screening Services and	TBC	TBC	TBC	1,577	TBC	0
Iain Bell, National Director for Public Health Knowledge and Research	0	(2.5) - 0	-	12	- 12	0
Sally Attwood, Transition Director for the Health and Well-being Directorate ^{2,3}	210 - 215	2.5 - 5	-	-	-	0
Angela Jones, Acting Director for Health and Wellbeing ₁	TBC	TBC	TBC	991	TBC	0
Helen Bushell, Board Secretary and Head of Board Business Unit	5 - 10	2.5 - 5	83	49	24	0
Elizabeth Blayney, Acting Board Secretary and Head of Board Business Unit ₁	0 - 5	0 - 2.5	29	19	-	0

1. Real increase pro rata to reflect time of period in post

2. Iain Bell opted out of the NHS Pension Scheme

3. No CETV is reported for pensioners or senior managers over Normal Pension Age (NPA)

Annex 3 – Pay Policy Statement 2022/23

1.0 Introduction and Purpose

- 1.1 The purpose of this policy statement is to clarify Public Health Wales' strategic stance on senior remuneration and to provide a clear statement of the principles underpinning decisions on the use of public funds.
- 1.2 The annual Pay Policy Statement (the "statement") is produced for each financial year, in accordance with the Welsh Government's principles and minimum standards as set out in the document "Transparency of Senior Remuneration in the Devolved Welsh Public Sector" which includes a set of high level principles regarding the reporting of senior pay. The document sets out arrangements and principles in a series of standards and non statutory requirements on organisations in the devolved Welsh public sector. It includes a requirement to publish annual reports as well as an annual pay policy statement
- 1.3 The purpose of the statement is to provide transparency with regard to Public Health Wales' approach to setting the pay of its senior employees (this excludes staff employed on nationally set terms and conditions of employment) by stating:
 - a) the definition of "senior posts" adopted by Public Health Wales for the purposes of the pay policy statement,
 - b) the definition of "lowest-paid employees" adopted by Public Health Wales for the purposes of the pay policy statement,
 - c) Public Health Wales' reasons for adopting those definitions, and
 - d) the relationship between the remuneration of senior posts and that of the lowest-paid employees.

2.0 Legislative Framework

In determining the pay and remuneration of all of its employees, Public Health Wales will comply with all relevant employment legislation. This includes the Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, The Agency Workers Regulations 2010 and where relevant, the Transfer of Undertakings (Protection of Employment) Regulations. With regard to the Equal Pay requirements contained within the Equality Act, the NHS Trust ensures there is no pay discrimination within its pay structures for employees covered by the NHS National Terms and Conditions (Agenda for Change), the Medical and Dental Staff (Wales) Handbook and the Executive and Senior Posts cohort

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and that all pay differentials can be objectively justified through the use of equality proofed Job Evaluation mechanisms which directly relate salaries to the requirements, demands and responsibilities of the role.

3.0 Pay Structure

Senior posts are defined by Public Health Wales as all staff who are not covered by Agenda for Change or Medical and Dental contracts

This cohort of staff are referred to as “Executive and Senior Posts (ESPs)”

- a) In relation to this statement the ESP posts within the NHS Trust are:
 - ❖ Chief Executive
 - ❖ Deputy Chief Executive / Executive Director of Operations and Finance
 - ❖ Executive Director Policy and International Health/World Health Organisation Collaborating Centre
 - ❖ Executive Director of Quality, Nursing and Allied Health Professionals
 - ❖ National Director of NHS Quality Improvement and Patient Safety/Director Improvement Cymru
 - ❖ Director of People and Organisational Development
 - ❖ National Director for Health Protection and Screening Services and Executive Medical Director
 - ❖ National Director for Public Health Knowledge and Research
- b) The “lowest-paid employees” within Public Health Wales are paid £22,056 per annum (£12.25 per hour) in accordance with the nationally set Pay Bands and pay points in Wales.
- c) The definitions for senior posts and the lowest paid employees are in accordance with the national provisions as determined and set by Welsh Government as noted in a) above.
- d) The remuneration of senior posts is determined by a job evaluation process (Job Evaluation for Senior Posts (JESP)) and all salaries are agreed by Welsh Government. The remuneration of the lowest-paid employees is set by reference to the national Job Evaluation system (Agenda for Change) and salaries for all Agenda for Change pay spine

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points (including the lowest) are set following receipt of recommendations from the Pay Review Body. From 1st January 2015, the lowest spine points were adjusted to incorporate the Living Wage.

- e) The annual process of submitting evidence to the pay review bodies (NHS Pay Review Body and Review Body on Doctors' and Dentists' Remuneration) enables an independent assessment to be made on NHS pay. The pay review bodies have regard to the following considerations in making their recommendations:
- ❖ the need to recruit, retain and motivate suitably able and qualified staff;
 - ❖ regional/local variations in labour markets and their effects on the recruitment and retention of staff;
 - ❖ the funds available to the Health Departments, as set out in the Government's Departmental Expenditure Limits;
 - ❖ the Government's inflation target;
 - ❖ the principle of equal pay for work of equal value in the NHS;
 - ❖ the overall strategy that the NHS should place patients at the heart of all it does and the mechanisms by which that is to be achieved.
- f) Salary information relating to senior posts is provided in **Annex 1a** to the Remuneration and Staff report.
- g) Public Health Wales' approach to internal talent management is to share all vacancies and opportunities internally to encourage career mobility and development of all our employees. In addition, through our workforce planning process, we undertake learning needs analysis and succession planning processes to identify developmental needs of all staff. Succession planning is the process of identifying critical positions, assessing current staff members who may be able to fill these positions within several timescales (ready now; 1-2 years and 2-5 years) and developing action plans for these individuals to assume those positions.
- h) Public Health Wales does not use any system of performance related pay for senior posts.

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- i) Public Health Wales has a comprehensive approach to performance, development and review and the policies / processes to support this are:

Strategic Workforce Planning Toolkit
My Contribution Policy (Performance Appraisal)
Core Skills and Training Framework
Learning and Development Programme
Management and Leadership Development Programme
Induction Policy and Process

- j) The highest and lowest Agenda for Change pay points set by Public Health Wales are:

Highest point - £111,117

Lowest point - £22,056

- k) The severance policies which are operated by Public Health Wales are;

- ❖ set out in Section 16 of the nationally agreed NHS Terms and Conditions of Service Handbook for redundancy and these conditions can only be varied by national agreement between government, employers and trade unions;
- ❖ the Voluntary Early Release scheme which requires Welsh Government authorisation for any payment to be made over a certain threshold and;
- ❖ the NHS Wales Organisational Change Policy which provides for a consistent approach to the management of organisational change and provides for redeployment and protection of pay.
- ❖ the Public Health Wales Redundancy Policy which sets out an organisational approach to managing situations where redundancies (or the risk of redundancies) arise

4.0 Wider Reward and Recognition Package

- l) Additional Benefits offered by Public Health Wales are;
- **Annual leave** - Staff receive an annual leave allowance of 28 days a year plus bank holidays, rising to 30 days after five years and 34 days after ten years.
 - **Flexible working** –. The Trust offers a flexible working policy to help balance home and working life, including: working from home, part-time hours and job sharing options.

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- **Pension** - We are signed up to the NHS pension scheme. If staff join the NHS pension scheme the Trust will contribute 20.6% towards their pension.
- **Childcare Vouchers** - We offer membership to the childcare vouchers scheme to all employees who have children
- **Cycle to work scheme** – The Trust participates in a [cycle to work scheme](#), which offers savings of up to 42% off the cost of a new bike.
- **Travel loans** - Interest free season ticket loans are available to staff (on an annual basis).
- **Health and well-being** - Health and well-being initiatives are available across the Trust, including discounted gym membership across Wales.
- **Occupational Health** - All employees have access to our Occupational Health services: the service can support staff with, stress management, confidential counselling and seasonal vaccinations.
- **Car Lease scheme** - The NHS Wales Shared services partnership scheme allows Public Health Wales staff to apply for a [lease car](#), for business and personal use.

5.0 Approach to Providing Support to lower paid staff

Public Health Wales, in keeping with the wider NHS, ensures that all of its employees are paid the living wage.