



Pay and Labour Market Report Winter 2007 Issue 5

CAPITA

ECC ® Educational Competencies
Consortium Ltd

Contents

	Page
Executive Summary	3
Introduction	8
Introduction of the Salary Data Pages	8
Technicians	9
Research Technician	9
ECC Survey Data	10
ECC Survey Job Description	11
Senior Research Technician	12
ECC Survey Data	13
ECC Survey Job Description	14
Chief Technician/Superintendent/Laboratory Manager	15
ECC Survey Data	16
ECC Survey Job Description	17
Teaching Technician or Technician Demonstrator	18
ECC Survey Data	19
ECC Survey Job Description	20
Benchmark Pay Data for Technicians	21
Maintenance/Plumbing/Electrician Posts	24
General Maintenance Assistant/Handyperson	24
ECC Survey Data	25
ECC Survey Job Description	26
Plumber	27
ECC Survey Data	28
ECC Survey Job Description	29
Electrician	30
ECC Survey Data	31
ECC Survey Job Description	32
Benchmark Pay Data for Maintenance/Plumber/Electrician Posts	32
Electrical Engineer	40
ECC Survey Data	41
ECC Survey Job Description	42
Benchmark Pay Data	42
Building Surveyors	45
Building Surveyor	45
ECC Survey Data	46
ECC Survey Job Description	47
Senior Building Surveyor	48
ECC Survey Data	49
ECC Survey Job Description	50
Benchmark Pay Data for Building Surveyors	50

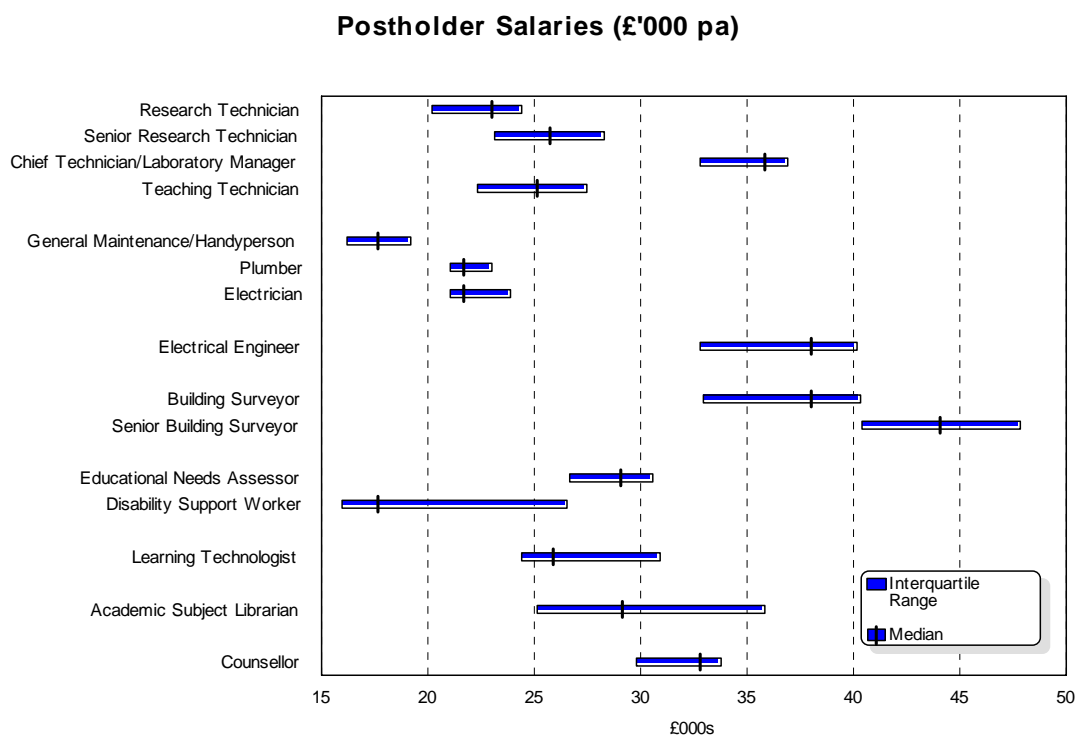
	Page
Educational Needs Assessment and Support Posts	54
Educational Needs Assessor	54
ECC Survey Data	55
ECC Survey Job Description	56
Disability Support/Learning Support Worker	57
ECC Survey Data	58
ECC Survey Job Description	59
Benchmark Pay Data for Assessment and Support Posts	59
Learning Technologist	61
ECC Survey Data	62
ECC Survey Data	63
Benchmark Pay Data	63
Academic Subject Librarian	64
ECC Survey Data	65
ECC Survey Job Description	66
Benchmark Pay Data for Librarians	67
Counsellor	70
ECC Survey Data	71
ECC Survey Job Description	72
Benchmark Pay Data	73
Organisational Data	75
Statistical Terms and Sources of Information	76

Executive Summary

The research results suggest that relatively few HEIs are currently paying market premia for the roles included in the survey. There are, however, some jobs, such as plumber and electrician, for which up to one-in-five HEIs are experiencing recruitment problems, although retention problems are less common.

Overall, the survey results suggest that salary levels in HEIs are generally competitive with those of other employers.

The summary chart below shows the inter-quartile range of salaries paid by HEIs for the jobs included in the survey.



The chart highlights the pay differentials between posts.

The salaries for Senior Research Technicians overlap with those of Research Technicians – the lower quartile salary for the senior role is in line with the median salary for the role of Research Technician.

The range of salaries for Teaching Technicians is also more in line with the salaries paid to Senior Research Technicians, rather than Research Technicians.

The chart, however, shows a clear pay differential between the role of Senior Technician and the role of Chief Technician/Laboratory Manager.

The salaries paid to Plumbers and Electricians are very similar and are in quite a narrow range suggesting a clear market rate for these craft roles, in line with national industry agreement rates. The salaries paid for the General Maintenance/Handyperson role is significantly lower, particularly in pre-1992 HEIs, and this reflects the lower levels of skills and qualifications required for this post as well as the lack of an industry standard rate.

The inter-quartile range of salaries paid to Electrical Engineers is almost identical to those paid to Building Surveyors, and the range of salaries for Senior Building Surveyors follows on from those for Building Surveyors. Salaries for Building Surveyors are significantly higher in pre-1992 HEIs but salaries for Electrical Engineers are higher in post-1992 HEIs.

The range of salaries paid to Educational Needs Assessors is narrow, but there is a very wide range of salaries for Disability Support Workers. Salaries for Disability Support Workers are significantly higher in pre-1992 HEIs but our analysis suggests that a small number of more senior Disability Support Co-ordinator/Advisor roles have been included in this sample of posts and this may have extended the range of salaries paid.

The range of salaries paid to Learning Technologists and Counsellors is relatively narrow but there is a wide range of salaries for Academic Subject Librarians, with higher salary levels found in pre-1992 HEIs .

The table below includes the detailed figures used to compile the chart. Some 42 HEIs participated in the survey and many employed more than one individual in the posts (particularly in the technician, academic subject librarian and maintenance roles) covered by the survey, thereby increasing the sample size of individual post holders. However, for some posts HEIs were unable to provide data, thereby reducing the sample size.

The sample sizes (or counts) for data on post holder salaries refer to the number of posts included, while the sample sizes for salary ranges refer to the number of HEIs included.

Whole Sample Analysis

Postholder Salaries (£pa)

	LQ	Median	Average	UQ	Count (Posts)
Research Technician	£20,197	£23,002	£22,613	£24,403	489
Senior Research Technician	£23,138	£25,737	£25,720	£28,289	202
Chief Technician/Laboratory Manager	£32,796	£35,837	£35,161	£36,911	156
Teaching Technician	£22,332	£25,134	£24,447	£27,466	341
General Maintenance/Handyperson	£16,199	£17,651	£17,665	£19,195	138
Plumber	£21,050	£21,682	£21,784	£23,002	81
Electrician	£21,050	£21,682	£22,151	£23,883	128
Electrical Engineer	£32,796	£38,019	£36,385	£40,168	23
Building Surveyor	£32,949	£38,019	£36,921	£40,335	46
Senior Building Surveyor	£40,401	£44,074	£44,072	£47,846	27
Educational Needs Assessor	£26,666	£29,064	£29,014	£30,571	27
Disability Support Worker	£15,964	£17,651	£20,522	£26,537	141
Learning Technologist	£24,403	£25,889	£27,508	£30,913	69
Academic Subject Librarian	£25,134	£29,139	£30,496	£35,837	229
Counsellor	£29,800	£32,796	£33,036	£33,780	99

There is a more detailed analysis of the survey data by size of HEI (as measured by their annual income) in the data tables for individual jobs later in the report.

Analysis of the data by type of HEI suggests that salaries are generally higher in pre-1992 HEIs than in post-1992 HEIs. However, our analysis also suggests that the average size of the pre 1992 HEIs in the survey is also larger than the average size of the post 1992 HEIs, which may account for the difference.

There is often a correlation between the size of organisations and their salary levels, particularly for more senior management positions.

It should be noted that the sample sizes for some posts, when analysed by HEI size and type, are small.

HEI Type Analysis

Pre 1992 HEIs	Postholder Salaries £				
	LQ	Median	Average	UQ	Count
Research Technician	£21,682	£24,029	£22,625	£24,403	355
Senior Research Technician	£22,257	£26,278	£25,891	£28,289	102
Chief Technician/Laboratory Manager	£35,837	£35,837	£36,644	£39,159	90
Teaching Technician	£18,702	£20,150	£21,509	£24,774	62
General Maintenance/Handyperson	£14,069	£16,925	£16,541	£17,730	66
Plumber	£21,050	£21,682	£21,704	£22,332	28
Electrician	£21,682	£22,332	£22,317	£23,883	63
Electrical Engineer	£28,691	£36,416	£35,642	£40,638	12
Building Surveyor	£38,811	£40,335	£40,409	£44,074	23
Senior Building Surveyor	...	£46,986	£46,069	...	7
Educational Needs Assessor	...	£29,926	£29,324	...	9
Disability Support Worker	£25,365	£27,466	£28,218	£32,208	19
Learning Technologist	£23,883	£25,134	£27,518	£30,913	13
Academic Subject Librarian	£30,291	£34,813	£34,572	£40,335	74
Counsellor	£32,796	£32,796	£34,259	£36,052	37

Post 1992 HEIs	Postholder Salaries £				
	LQ	Median	Average	UQ	Count
Research Technician	£19,264	£21,682	£22,580	£25,135	134
Senior Research Technician	£23,692	£25,737	£25,545	£26,666	100
Chief Technician/Laboratory Manager	£30,913	£33,288	£33,139	£35,207	66
Teaching Technician	£22,332	£25,134	£25,100	£27,466	279
General Maintenance/Handyperson	£17,205	£18,165	£18,695	£20,458	72
Plumber	£21,050	£21,682	£21,826	£23,002	53
Electrician	£21,050	£21,682	£21,991	£23,002	65
Electrical Engineer	£34,296	£39,159	£37,197	£40,000	11
Building Surveyor	£30,463	£33,407	£33,433	£36,416	23
Senior Building Surveyor	£39,159	£43,433	£43,372	£46,952	20
Educational Needs Assessor	£25,517	£28,954	£28,858	£30,742	18
Disability Support Worker	£14,869	£17,651	£19,323	£23,002	122
Learning Technologist	£24,906	£25,889	£27,505	£30,913	56
Academic Subject Librarian	£23,692	£27,466	£28,550	£31,273	155
Counsellor	£28,712	£31,221	£32,306	£33,779	62

Salary Ranges

The survey also collected details of the post-implementation Framework Agreement pay ranges used by HEIs for the posts covered by the survey.

We asked for details of the normal range minimum and maximum points, and the contribution pay maximum if the HEI had determined this.

The table below summarises the median pay ranges based on the information provided.

Summary Analysis of Median Pay Ranges

	Median Normal Range Minimum Salary £	Median Normal Range Maximum Salary £	Median Contribution Pay Maximum £
Research Technician	£18,165	£23,368	£25,889
Senior Research Technician	£25,889	£28,289	£30,913
Chief Technician/Laboratory Manager	£31,840	£40,335	£42,791
Teaching Technician	£21,682	£25,889	£27,045
General Maintenance/Handyperson	£16,575	£18,983	£20,754
Plumber	£18,702	£21,682	£23,692
Electrician	£18,702	£21,682	£23,692
Electrical Engineer	£32,318	£35,325	£36,374
Building Surveyor	£31,840	£35,325	£41,563
Senior Building Surveyor	£41,545	£48,161	£51,095
Educational Needs Assessor	£26,666	£30,913	£34,813
Disability Support Worker	£22,667	£27,066	£30,012
Learning Technologist	£25,134	£29,139	£30,900
Academic Subject Librarian	£27,066	£32,318	£34,930
Counsellor	£29,139	£32,796	£35,837

Market Premia and Recruitment and Retention Problems

The table below suggests relatively small numbers of HEIs are paying market premia and reporting recruitment and retention problems for any of the jobs in the survey. Recruitment problems are most likely to be reported for electricians, plumbers, building surveyors and learning technologists. Retention problems are most common for building surveyors.

The proportion of HEIs experiencing recruitment problems is as high as 20% in the case of electricians and plumbers.

Job Title	Number paying market premia	Number reporting recruitment problems	Number reporting retention problems	Number providing data
Research Technician	0	1	1	24
Senior Research Technician	0	0	0	23
Chief Technician/Laboratory Manager	0	0	1	27
Teaching Technician	1	1	0	27
General Maintenance/Handyperson	0	2	0	30
Plumber	2	5	1	26
Electrician	1	6	2	30
Electrical Engineer	2	2	2	18
Building Surveyor	1	4	4	26
Senior Building Surveyor	1	3	2	23
Educational Needs Assessor	0	1	0	23
Disability Support Worker	1	0	1	32
Learning Technologist	2	4	1	31
Academic Subject Librarian	0	0	0	34
Counsellor	2	0	0	35

Introduction

The jobs covered by this report were chosen by surveying ECC members to determine the jobs for which there was the most urgent need for pay and labour market information.

Survey questionnaires were distributed to 124 ECC member HEIs in October 2007 to collect pay information for selected posts. Following a series of reminders, responses were received from 42 HEIs – a response rate of 34% - and the data covers nearly 2,200 posts. A profile of the 42 survey participants is given at the end of the report.

The report allows pay comparisons to be made among HEIs as well as looking at how salaries compare with those in other sectors. It contains separate sections for each set of jobs, and for each job or group of jobs there is:

- Detailed analysis of the HEI survey data.
- An overview of the competitiveness of salaries within HEIs and background information on recruitment and retention.
- Details of pay data from other relevant published salary surveys, the pay levels for selected other major employers such as local authorities and the NHS, and information from our monitoring of advertised salaries.

In compiling the report we have sought to strike a balance between using data from a variety of sources to overcome problems with unrepresentative or biased samples and to get an accurate and detailed a picture as possible; and at the same time to avoid providing too much data and detail. In most cases more detailed information is available. If you would like more detailed information on a particular job, or a particular location, please contact the ECC Helpdesk at ecc@capita.co.uk or on 01423 720200.

Introduction to the Salary Data Pages

All analyses for a particular job title are shown together to make it easy to compare salaries for different sizes and types of HEIs. Salary analysis tables appear in the following order:

Job title

- HEI annual income analysis of post holder salaries
- Type of HEI analysis of post holder salaries
- Summary analysis of pay ranges

There are also summary charts showing the quartile, median and average postholder salaries and quartile and median pay ranges used by HEIs for each post.

Statistical information provided in the data tables is dependent on sample sizes as follows:

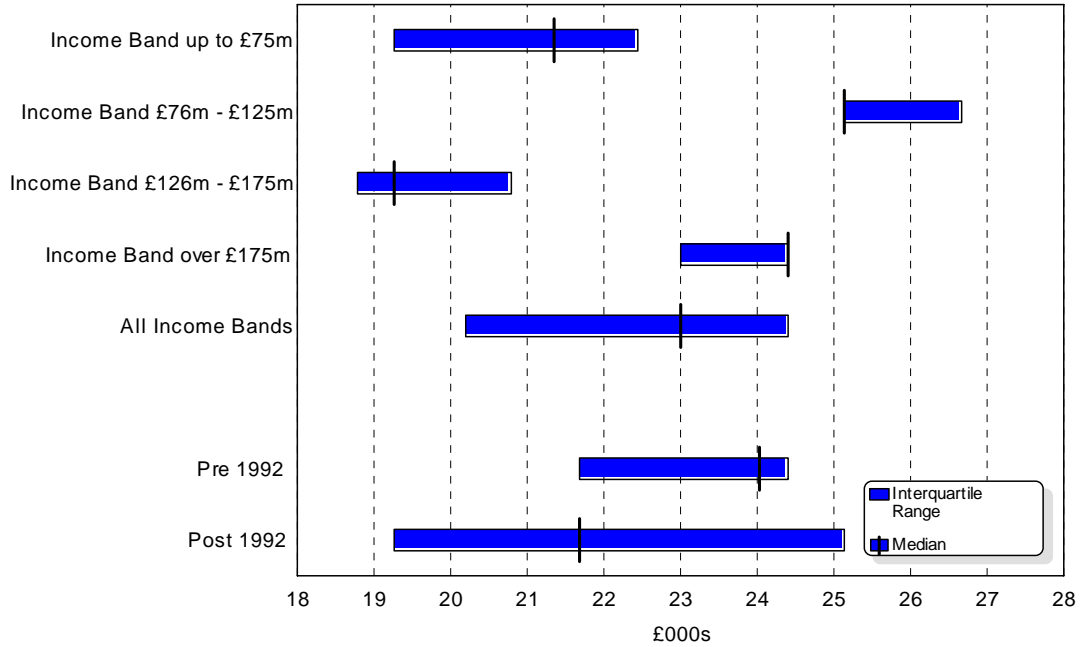
Sample size	Statistical detail provided
More than 9	Full statistics - Minimum, Maximum, Median, Average and Inter-quartile ranges
5 – 9	Minimum, Maximum, Median and Average
4	Median
Less than 4	None

Please see the glossary at the back of the report if you require an explanation of the statistical terms used.

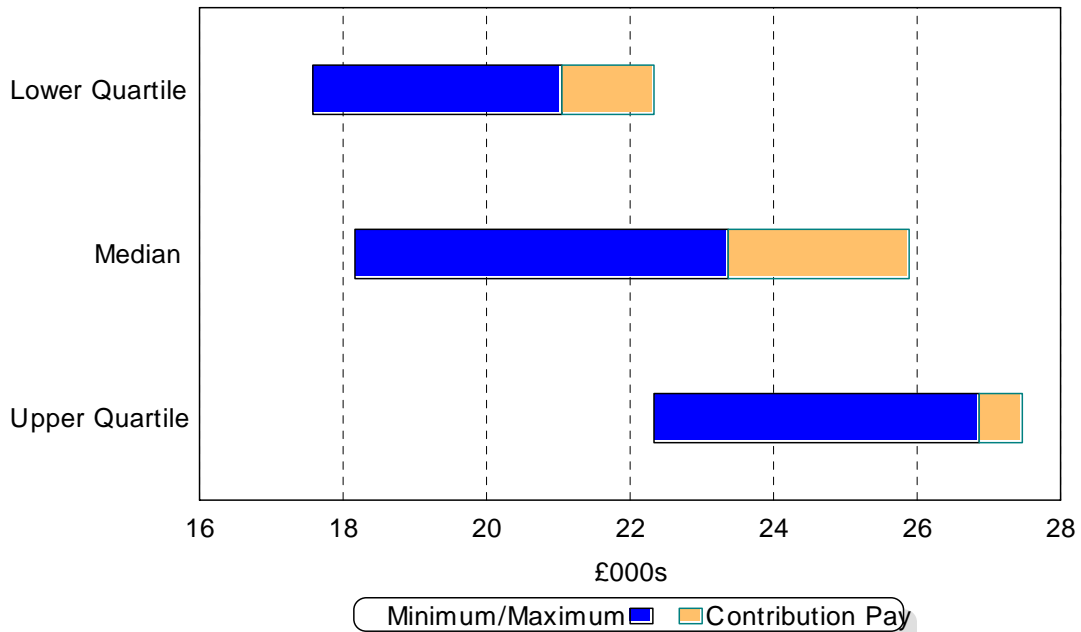
Technicians

Research Technician

**Research Technician
- Postholder Salaries (£'000 pa)**



**Research Technician
- Pay Ranges (£'000 pa)**



ECC Survey Data

HEI Annual Income Analysis £					
Research Technician	LQ	Median	Average	UQ	Posts
Income Band up to £75m	19,264	21,349	21,874	22,442	42
Income Band £76m - £125m	25,134	25,135	25,085	26,666	53
Income Band £126m - £175m	18,786	19,264	20,140	20,793	112
Income Band over £175m	23,002	24,403	23,240	24,403	282
All Income Bands	20,197	23,002	22,613	24,403	489

HEI Type Analysis £					
Research Technician	LQ	Median	Average	UQ	Posts
Pre 1992	21,682	24,029	22,625	24,403	355
Post 1992	19,264	21,682	22,580	25,135	134

Summary Analysis of Pay Ranges £					
Research Technician	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	17,578	18,165	20,161	22,332	24
Normal Range Maximum Salary	21,050	23,368	24,015	26,866	24
Contribution Pay Maximum	22,332	25,889	25,402	27,466	17

The survey shows the inter-quartile range of salaries paid to individual post holders is from £20,197 to £24,403, while the median salary is £23,002.

The data does not suggest any relationship between the salaries paid to post holders and the type and size of HEI.

The data on the pay ranges shows the median normal pay range is from £18,165 to £23,368, with a median contribution pay maximum of £25,889.

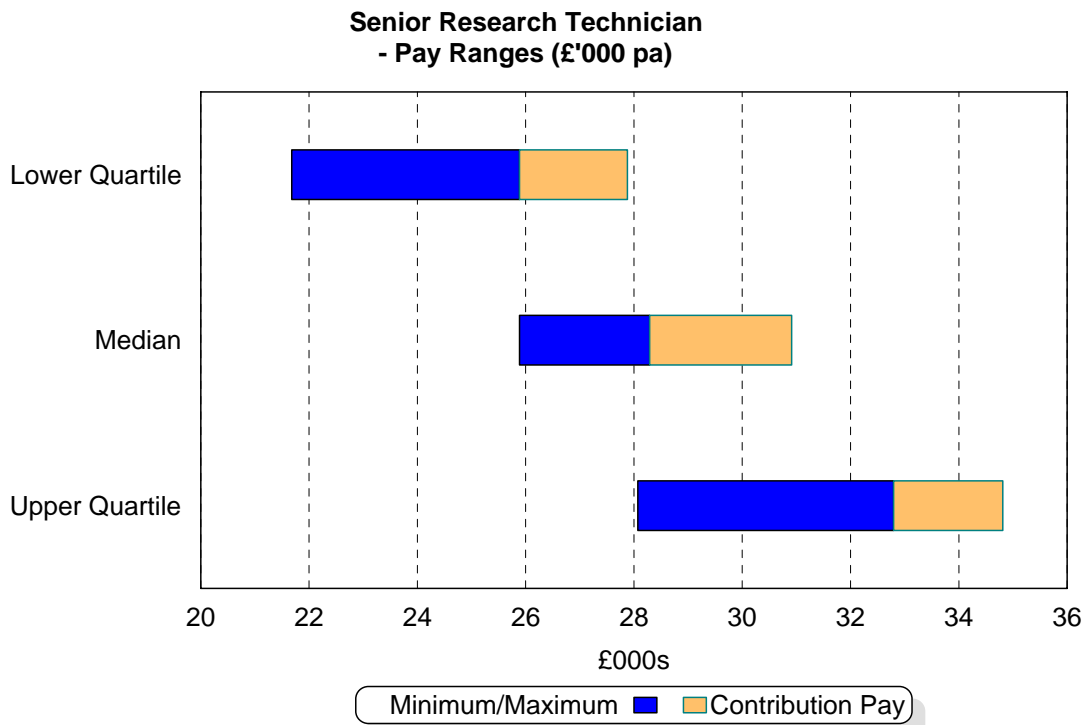
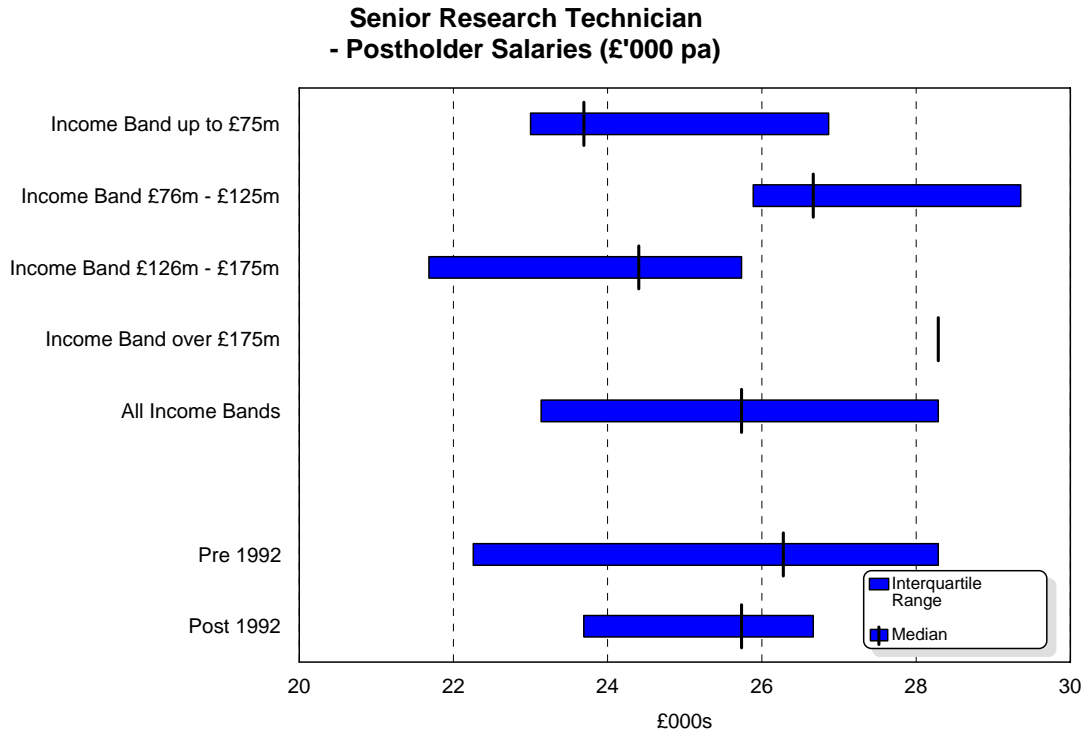
The most common number of contracted hours for a full-time post is 37 hours (8 HEIs) and then 35 hours a week (6 HEIs) and there was a range of hours between 35 and 37.

None of the HEIs participating in the survey reported paying a market premium, whilst one HEI reported recruitment problems and one had retention problems for this post.

ECC Survey Job Description for Research Technician

Level	May be supervised by Senior Technician and reports to Chief Technician or Laboratory Manager. Day to day workload management may be the responsibility of academic research project leader although this may be partly delegated to postdoctoral researchers.
Experience	Previous laboratory/research experience and knowledge of relevant research methods and techniques.
Qualifications	Appropriate HNC/HND/BSc or equivalent relevant experience.
Role examples	<ul style="list-style-type: none">• Supports research staff and assists in the design and development of new techniques.• Carries out research, experimentation and analysis in specific field(s).• Responsible for ensuring the operation of instrumentation and equipment – including responsibility for repair and maintenance of this and helping with laboratory safety.• Assists with the day to day running of laboratories within the Department.• Trains new laboratory staff, students, researchers etc in instrumentation techniques and day to day usage.• Prepares and checks stock of research materials, samples and equipment.• Records and analyses data and contributes to preparation of reports.

Senior Research Technician



ECC Survey Data

HEI Annual Income Analysis £

Senior Research Technician	LQ	Median	Average	UQ	Posts
Income Band up to £75m	23,002	23,692	25,295	26,866	20
Income Band £76m - £125m	25,889	26,666	27,084	29,357	28
Income Band £126m - £175m	21,682	24,403	24,359	25,737	114
Income Band over £175m	28,289	28,289	28,856	28,289	40
All Income Bands	23,138	25,737	25,720	28,289	202

HEI Type Analysis £

Senior Research Technician	LQ	Median	Average	UQ	Posts
Pre 1992	22,257	26,278	25,891	28,289	102
Post 1992	23,692	25,737	25,545	26,666	100

Summary Analysis of Pay Ranges £

Senior Research Technician	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	21,682	25,889	24,878	28,073	23
Normal Range Maximum Salary	25,889	28,289	28,766	32,796	23
Contribution Pay Maximum	27,878	30,913	31,049	34,813	15

The survey shows the inter-quartile range of salaries paid to individual Senior Research Technician post holders is £23,138 to £28,289, while the median salary is £25,737.

The data on the pay ranges shows the median normal pay range is from £25,889 to £28,289, with a median contribution pay maximum of £30,913.

The most common number of contracted hours for a full-time post is either 35 hours (10 HEIs) or 37 hours a week (reported by 5 HEIs).

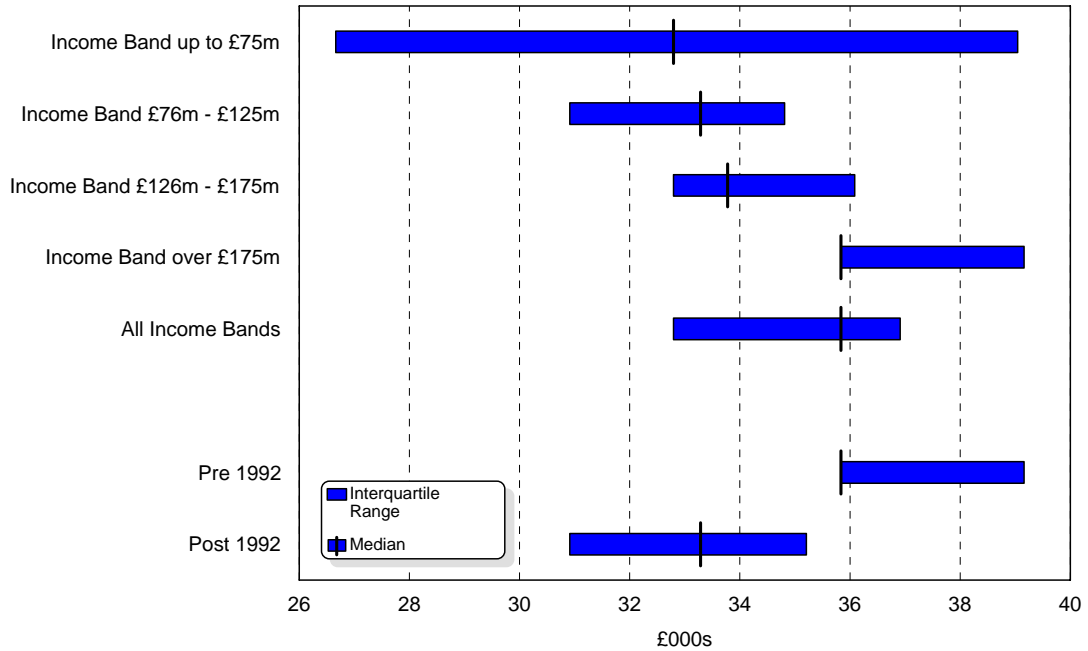
None of the HEIs participating in the survey reported paying a market premium for this post and none report having recruitment or retention problems.

ECC Survey Job Description for Senior Research Technician

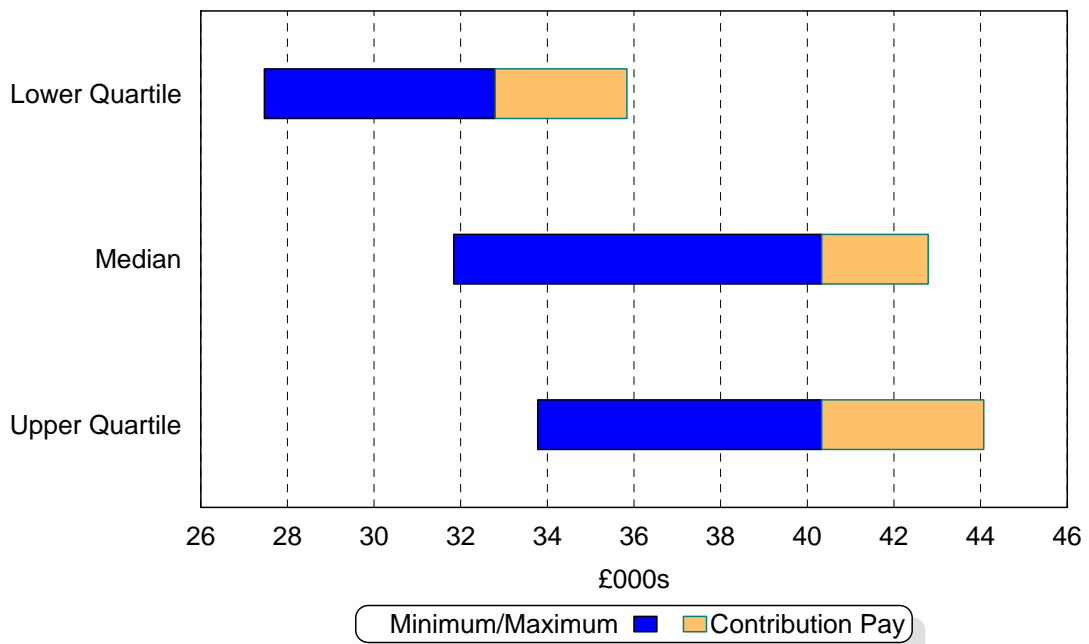
Level	<ul style="list-style-type: none">• Reports to Chief Technician or Superintendent or Laboratory Manager. May supervise Research Technician.• Day to day workload management may be the responsibility of academic research project leader although this may be partly delegated to postdoctoral researchers.
Experience	<ul style="list-style-type: none">• Several years' experience of working as a Research Technician, or equivalent, in similar research environment.
Qualifications	<ul style="list-style-type: none">• Appropriate HNC/HND/BSc or equivalent experience in a relevant subject.
Role	<ul style="list-style-type: none">• Provides technical support within a designated area.• Prepares and carries out tests, experiments etc; records and analyses results and contributes to reports.• May have day to day responsibility for running laboratory, or parts of this.• Develops and maintains technical services for area of specialism, including testing and reporting on new equipment, facilities, techniques and procedures.• Sets up, tests, operates, maintains, diagnoses faults on and, where appropriate, repairs advanced equipment. May design and manufacture equipment• Monitors and procures materials and equipment within managed budgets, including investigation, liaison with manufacturers and giving of specialist advice and training.• Provides specialist advice on materials, techniques, procedures and equipment.• Assists in development of safety instructions and procedures.• Carries out demonstrations and analyses students' results.• Day-to-day supervision and training of staff.• Assists in the development of training courses.

Chief Technician/Superintendent/Laboratory Manager

**Chief Technician/Laboratory Manager
- Postholder Salaries (£'000 pa)**



Chief Technician/Laboratory Manager - Pay Ranges (£'000 pa)



ECC Survey Data

HEI Annual Income Analysis £

Chief Technician/Laboratory Manager	LQ	Median	Average	UQ	Posts
Income Band up to £75m	26,666	32,796	32,820	39,045	22
Income Band £76m - £125m	30,913	33,287	33,010	34,813	22
Income Band £126m - £175m	32,796	33,779	34,571	36,087	42
Income Band over £175m	35,837	35,837	36,926	39,159	70
All Income Bands	32,796	35,837	35,161	36,911	156

HEI Type Analysis £

Chief Technician/Laboratory Manager	LQ	Median	Average	UQ	Posts
Pre 1992	35,837	35,837	36,644	39,159	90
Post 1992	30,913	33,288	33,139	35,207	66

Summary Analysis of Pay Ranges £

Chief Technician/Laboratory Manager	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	27,466	31,840	30,697	33,779	27
Normal Range Maximum Salary	32,796	40,335	36,573	40,335	27
Contribution Pay Maximum	35,837	42,791	40,124	44,074	17

The survey shows the inter-quartile range of salaries paid to individual post holders is £32,796 to £36,911, while the median salary is £35,837.

The data suggests that there may be a correlation between the size of HEI and salary levels, with the largest HEIs paying slightly higher salaries. Salary levels also appear to be higher in pre-1992 HEIs than in post-1992 HEIs.

The data on the pay ranges shows the median normal pay range is from £31,840 to £40,335, with a median contribution pay maximum of £42,791.

The most common number of contracted hours for a full-time post is either 37 hours (11 HEIs) or 35 hours a week (5 HEIs).

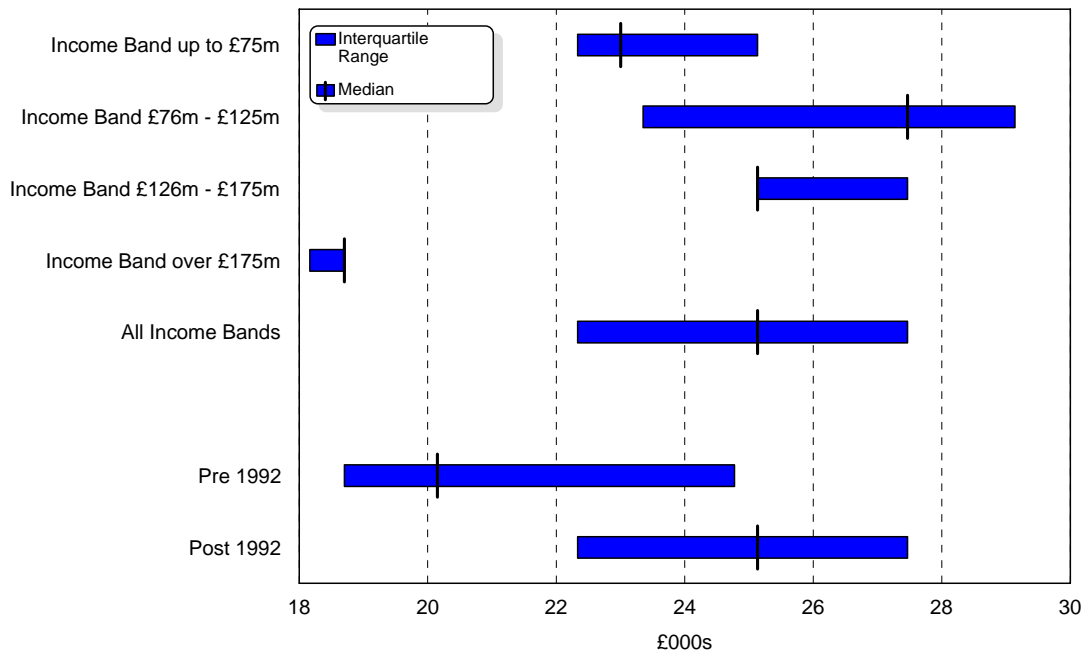
None of the HEIs participating in the survey reported paying a market premium for this post or having recruitment difficulties. One HEI reported having retention problems.

ECC Survey Job Description for Chief Technician/Superintendent/Laboratory Manager

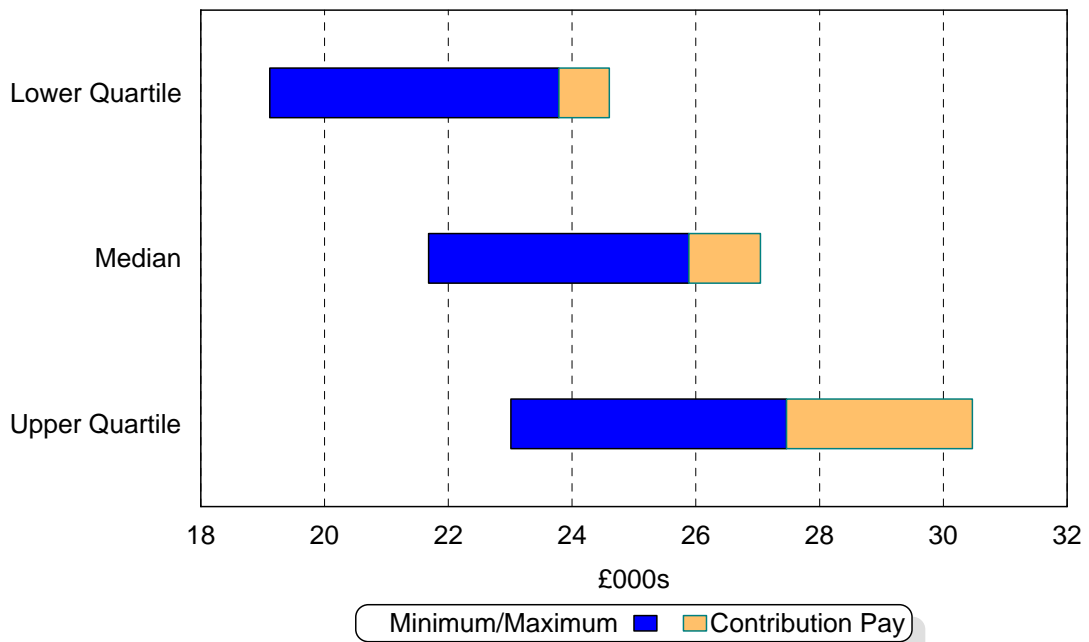
Level	<ul style="list-style-type: none"> • Reports to Technical Manager/Technical Resources Manager or Head/Director of Unit or Facility. • Manages Technicians and Senior Technicians.
Experience	<ul style="list-style-type: none"> • At least 2 years' relevant experience at Senior Technician level, or equivalent. • Managing staff and budgets.
Qualifications	<ul style="list-style-type: none"> • HNC/D, degree or equivalent plus relevant experience.
Role	<ul style="list-style-type: none"> • Provides specialist technical support within a designated area for teaching, project and research work. • Responsible for the day-to-day organisation and supervision of the laboratory, and its development. • Supervises technical staff, assists in the supervision of undergraduates, training of new staff in techniques, and use of equipment as required. • Provides operational management of the laboratory ensuring its safe and effective operation within the principles of good laboratory practice and appropriate Health and Safety requirements. • Manages, motivates and develops the staff allocated to the laboratory, setting standards for work and ensuring their immediate and ongoing training needs are assessed and met. • Advises users on techniques and services, trouble shoots problems, ensures new starters are given appropriate guidance and training and provides training programmes for students, staff and external users. • Management of the laboratory finances including setting budgets, controlling spending and authorising purchasing by others. • Manages projects involving use of equipment, facilities, deployment of staff; monitoring progress on several simultaneous projects or streams of a complex project – producing project reports and monitoring budgets. • Provides assistance, when required, to research scientists and postgraduate students to ensure an efficient, high standards of research.

Teaching Technician

Teaching Technician
- Postholder Salaries (£'000 pa)



Teaching Technician
- Pay Ranges (£'000 pa)



ECC Survey Data

HEI Annual Income Analysis £

Teaching Technician	LQ	Median	Average	UQ	Posts
Income Band up to £75m	22,332	23,002	24,189	25,134	140
Income Band £76m - £125m	23,352	27,466	26,082	29,139	64
Income Band £126m - £175m	25,134	25,134	25,755	27,466	99
Income Band over £175m	18,165	18,702	19,234	18,702	38
All Income Bands	22,332	25,134	24,447	27,466	341

HEI Type Analysis £

Teaching Technician	LQ	Median	Average	UQ	Posts
Pre 1992	18,702	20,150	21,509	24,774	62
Post 1992	22,332	25,134	25,100	27,466	279

Summary Analysis of Pay Ranges £

Teaching Technician	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	19,116	21,682	21,924	23,012	27
Normal Range Maximum Salary	23,788	25,889	26,097	27,466	27
Contribution Pay Maximum	24,601	27,045	27,722	30,469	16

The survey shows the inter-quartile range of salaries paid to individual post holders is £22,332 to £27,466, while the median salary is £25,134.

Salary levels are lowest in the largest HEIs and pre 1992 HEIs.

The data on the pay ranges shows the median normal pay range is from £21,682 to £25,889, with a median contribution pay maximum of £27,045.

The most common number of contracted hours for a full-time post is either 37 hours (12 HEIs), 35 hours (5 HEIs) or 36.5 hours a week (4 HEIs).

One of the HEIs participating in the survey reported paying a market premium for this post and having recruitment difficulties. None reported having retention problems.

ECC Survey Job Description for Teaching Technician/Technician Demonstrator

Job Description

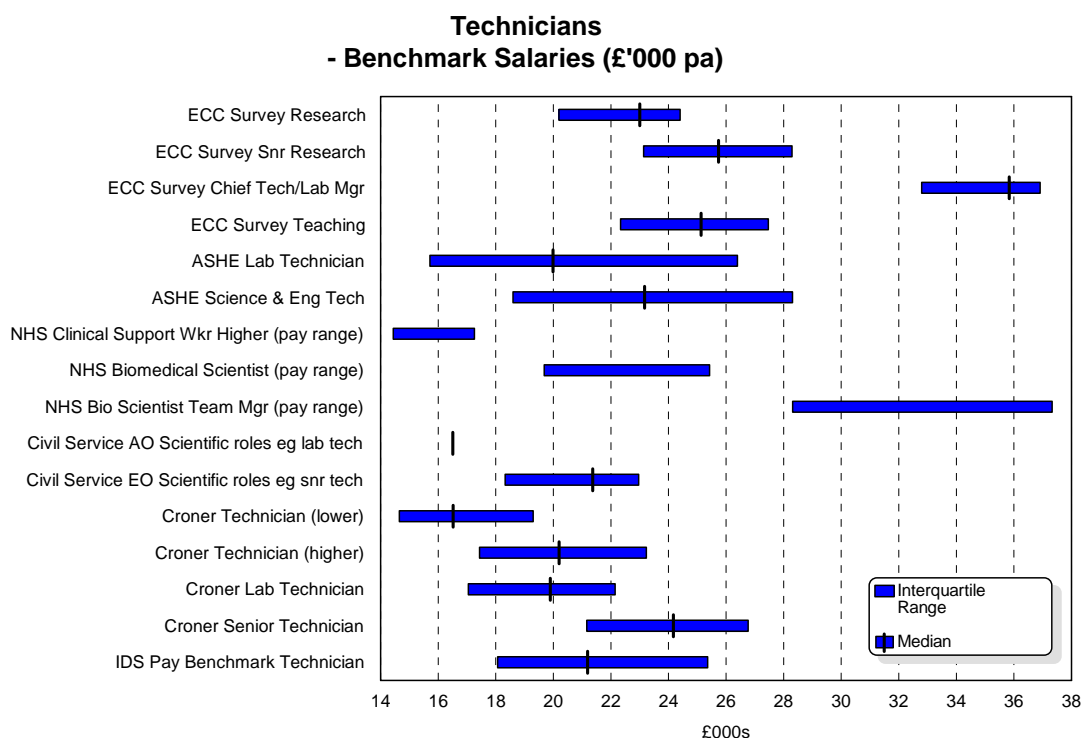
- Level**
- Reports to Senior Technician or Chief Technician or Technical Manager.
 - Responsible to academic staff.
-

- Experience**
- Previous practical/research experience in relevant area.
-

- Qualifications**
- Appropriate HNC/HND/BSc or equivalent.
-

- Role**
- Contributes to the design/development/preparation and delivery (through lectures, practicals and tutorials) of practical, skills based elements of taught modules and projects, in consultation with, and under the direction of, a member of academic staff.
 - Actively participates in directing and supporting the learning of students by demonstrating facilities, equipment and software.
 - Instructs and provides teaching and support in practical equipment for graduate research students and postgraduate demonstrators.
 - Organises and supervises practical teaching facilities including maintenance of equipment, responsibility for health and safety and ensuring a safe working environment.
 - Ensures all equipment is safe for use and fit for purpose.
 - Orders and maintains stocks of materials and consumables.
-

Benchmark Pay Data for Technicians



The salaries paid by HEIs in the ECC survey generally appear to be competitive with the salary data we have collated from other sources on broadly comparable roles.

Annual Survey of Hours and Earnings

The Annual Survey of Hours and Earnings provides the average gross full-time earnings (excluding overtime), at April 2007, for various Technician occupations.

Gross Annual Earnings (excluding overtime) for Full Time Employees (£pa)

Occupation	Lower Quartile	Median	Average	Upper Quartile
Science and Engineering Technicians	18,598	23,171	24,318	28,306
Laboratory Technicians	15,710	19,990	21,956	26,393

Source: ASHE

NHS

National job profiles within the NHS, and their pay bands and salary ranges, are shown for broadly comparable biomedical scientist and healthcare science clinical support worker posts:

Post	Pay Band	1 November 2007 Pay range
Clinical Support Worker (Healthcare Science)	2	£12,577 - £15,523
Clinical Support Worker Higher Level (Healthcare Science)	3	£14,437 - £17,257
Biomedical Scientist	5	£19,683 - £25,424
Biomedical Scientist Team Leader	6	£23,458 - £31,779
Biomedical Scientist Specialist	6	£23,458 - £31,779
Biomedical Scientist Advanced	7	£28,313 - £37,326
Biomedical Scientist Team Manager	7	£28,313 - £37,326

The job outlines for these NHS job profiles are as follows:

Clinical Support Worker (Healthcare Science) – processes clinical specimens for biological testing and maintains test records;

Clinical Support Worker Higher Level (Healthcare Science) – prepares and processes clinical specimens; maintains test records; deals with reception and telephone queries; and provides support to less experienced biomedical support workers;

Biomedical Scientist – processes biomedical specimens; analyses results; and enters results onto the computer;

Biomedical Scientist Team Leader – processes biomedical specimens; analyses results, responsible for standards and quality of results; supervises bench work and advises staff;

Biomedical Scientist Specialist – processes specialist investigations in e.g. haematology, biochemistry, microbiology, histopathology; provides specialist advice to clinicians and specialist services e.g. training, problem solving; acts as mentor for more junior scientific and support staff;

Biomedical Scientist Advanced – responsible as lead biomedical scientist for a specialist area; processes specialist investigations in specific field and reports results; provides specialist advice to clinicians; contributes to development of specialist investigations; supervises, trains more junior scientific and support staff working in more specialist areas;

Biomedical Scientist Team Manager – manages and coordinates the day-to-day technical activities; processes biomedical specimens; analyses and interprets results; responsible for standards and quality of results.

Civil Service

The Croner Civil Service Rewards Survey, published in July 2007, shows a median salary of £21,367 (and inter-quartile salary range of £18,328 to £22,963) for Executive Officer (EO) scientific roles, broadly equivalent to Senior Technician posts. The data is based on 371 posts within 7 civil service organisations.

The survey also shows a median salary of £16,509 for AO scientific roles or laboratory technicians, based on a sample of 5 civil service organisations, and 88 posts.

Croner Reward

The Croner Management Rewards and Clerical & Operatives Rewards Surveys provide salary information for research & development/scientific/technical technicians and assistants, as follows:

Position	Lower Quartile Basic Salary	Median Basic Salary	Upper Quartile Basic Salary	Median Total Pay	Sample
Laboratory Assistant	13,140	14,252	15,848	14,252	22
Technician	14,651	16,520	19,300	16,520	50
Technician	17,435	20,203	23,233	20,203	24
Laboratory Technician	17,047	19,898	22,144	20,198	86
Senior Technician	21,161	24,174	26,766	24,200	47

The laboratory assistant role covers semi-skilled staff. The lower level technician role is classified by experience, training and ability as fully skilled. The higher level technician and laboratory technician roles include minor supervisory responsibilities.

Incomes Data Services

The IDS Pay Benchmark Service shows the following salary information for technicians, based on a wide variety of roles within a sample of 78 private and public sector organisations. These figures are calculated using the midpoint salary levels where there is a salary range and actual spot rates where there is not a range.

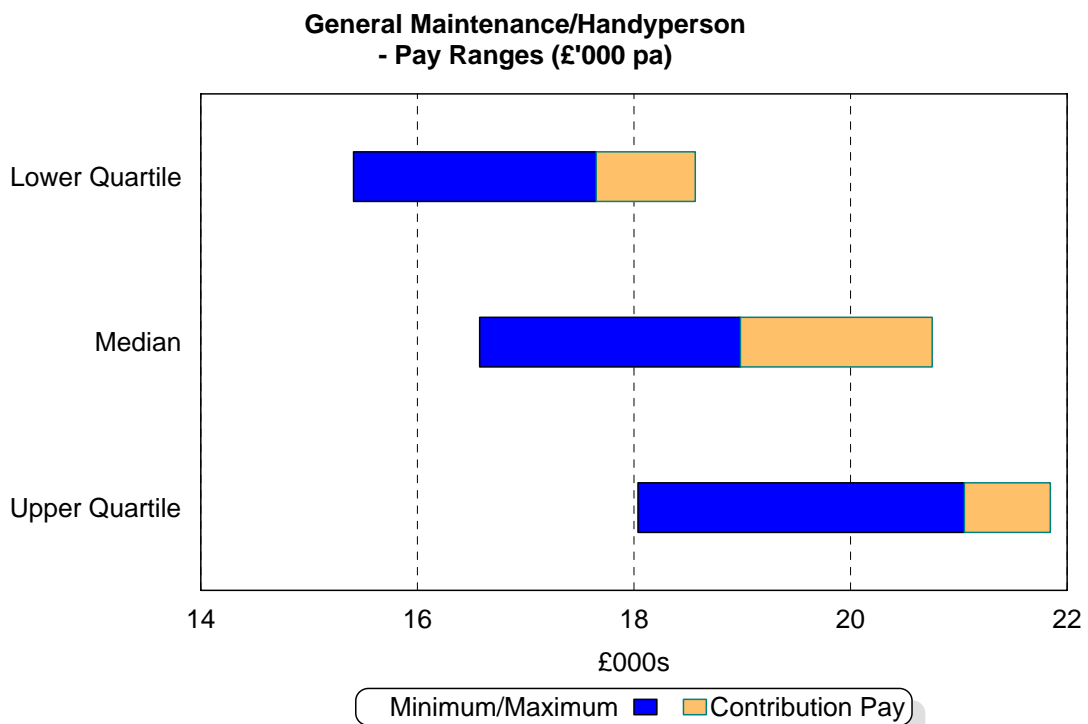
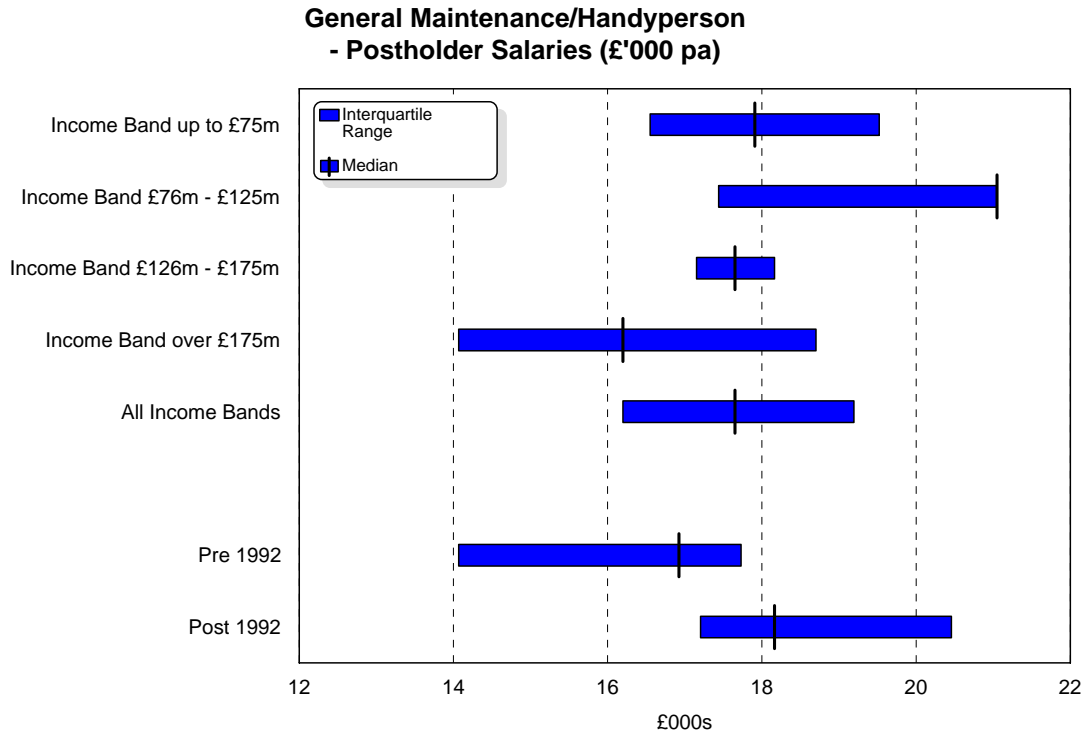
Salary £pa

Position	Lower Quartile	Median	Upper Quartile
Technician	£18,068	£21,190	£25,361

Source: www.idspaybenchmark.co.uk

Maintenance/Plumbing/Electrician Posts

General Maintenance Assistant/Handyperson



ECC Survey Data

HEI Annual Income Analysis £

General Maintenance Assistant/Handyperson	LQ	Median	Average	UQ	Posts
Income Band up to £75m	16,552	17,908	18,046	19,523	28
Income Band £76m - £125m	17,440	21,050	19,510	21,050	28
Income Band £126m - £175m	17,152	17,651	17,256	18,165	49
Income Band over £175m	14,069	16,199	16,384	18,702	33
All Income Bands	16,199	17,651	17,665	19,195	138

HEI Type Analysis £

General Maintenance Assistant/Handyperson	LQ	Median	Average	UQ	HEIs
Pre 1992	14,069	16,925	16,541	17,730	66
Post 1992	17,205	18,165	18,695	20,458	72

Summary Analysis of Pay Ranges £

General Maintenance Assistant/Handyperson	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	15,411	16,575	16,495	18,037	30
Normal Range Maximum Salary	17,651	18,983	18,740	21,050	30
Contribution Pay Maximum	18,566	20,754	20,039	21,845	20

The survey shows the inter-quartile range of salaries paid to individual post holders is £16,199 to £19,195, while the median salary is £17,651.

The data suggests that the salaries paid to post holders are higher in post-1992 HEIs.

The data on the pay ranges shows the median normal pay range is from £16,575 to £18,983, with a median contribution pay maximum of £20,754.

The most common number of contracted hours for a full-time post is 37 hours a week (15 HEIs) and then 35 hours (6 HEIs).

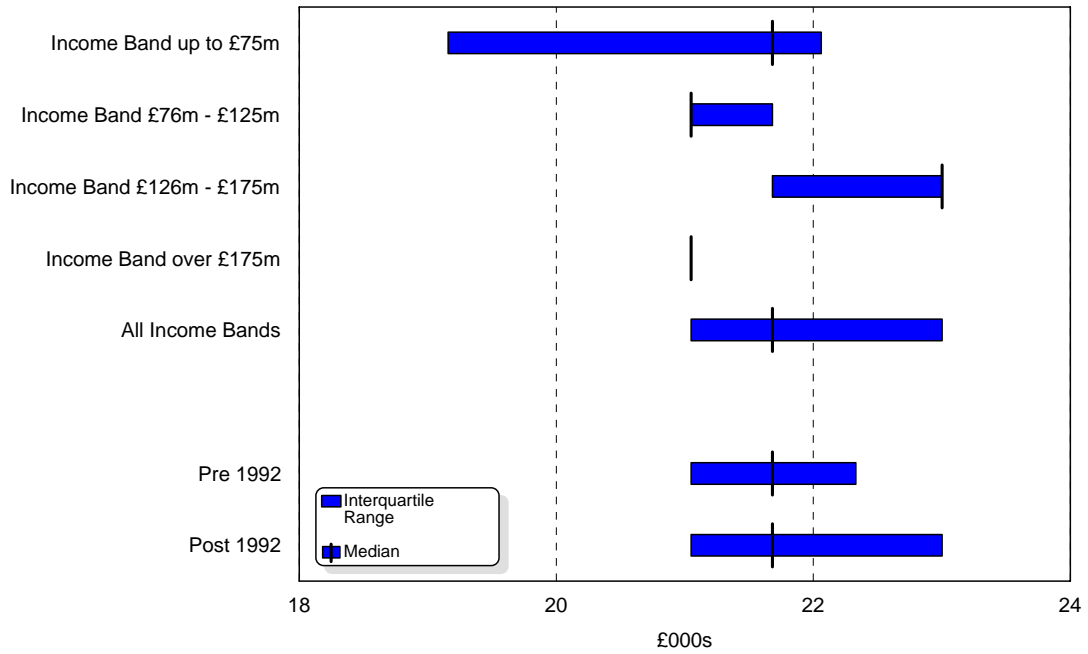
None of the HEIs participating in the survey reported paying a market premium for this post and none reported any difficulties in retaining staff. Two HEIs report problems in recruiting to this post

ECC Survey Job Description for General Maintenance Assistant/Handyperson

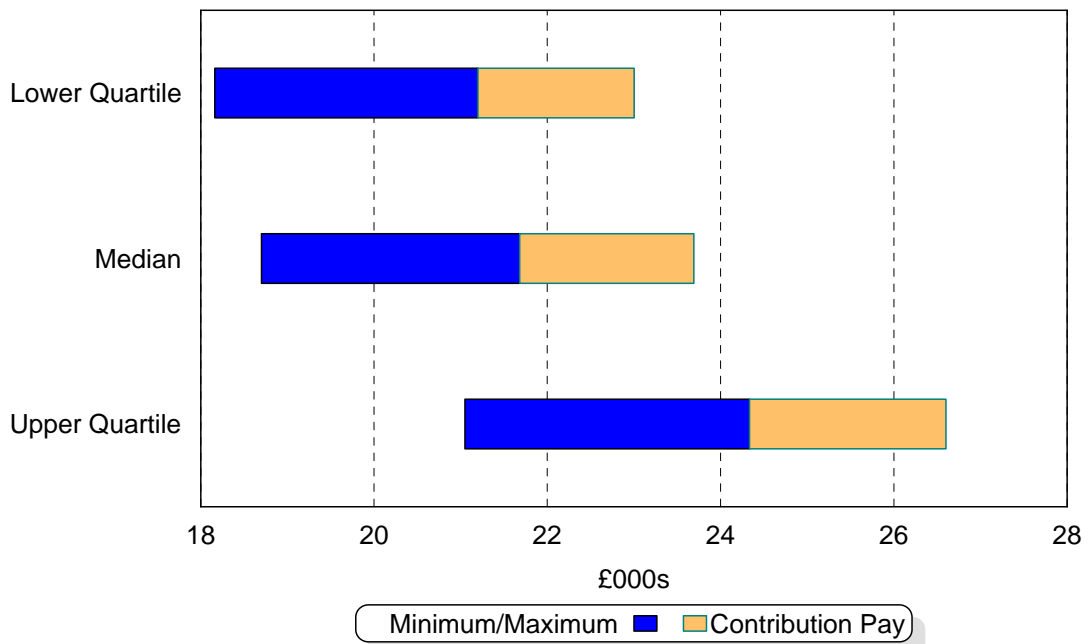
Level	<ul style="list-style-type: none">• Reports to Maintenance Supervisor or Building Services Engineer or Estates Officer or Manager responsible for planning and organising maintenance within the organisation.
Experience	<ul style="list-style-type: none">• Experience of undertaking similar work or within a trade is generally required.
Qualifications	<ul style="list-style-type: none">• Knowledge of electrical/mechanical/building systems, tools and techniques gained through training, induction and previous experience. Post holder may have some qualifications but these may not be City & Guilds or from full apprenticeship.
Role	<ul style="list-style-type: none">• Undertakes planned and reactive maintenance inspections and carries out minor maintenance repairs and adaptations in all areas of building fabric and engineering services – such as repair/changing of locks, minor building works (may include small amounts of bricklaying, plastering, changing plugs, mending taps, and repair/adjustment to doors etc) and moving materials, equipment and fixtures.• Some work may be referred to others and post holder will work, when required, with other trades, outside building contractors and other specialist engineers.• May be required to work flexibly across a range of associated semi-skilled trades, including that of driver.• Participates, if required, in the emergency call-out rota.

Plumber

Plumber
- Postholder Salaries (£'000 pa)



Plumber
- Pay Ranges (£'000 pa)



ECC Survey Data

HEI Annual Income Analysis £

Plumber	LQ	Median	Average	UQ	Posts
Income Band up to £75m	19,160	21,682	21,018	22,062	11
Income Band £76m - £125m	21,050	21,050	21,242	21,682	29
Income Band £126m - £175m	21,682	23,002	22,577	23,002	33
Income Band over £175m	...	21,050	21,531	...	8
All Income Bands	21,050	21,682	21,784	23,002	81

HEI Type Analysis £

Plumber	LQ	Median	Average	UQ	Posts
Pre 1992	21,050	21,682	21,704	22,332	28
Post 1992	21,050	21,682	21,826	23,002	53

Summary Analysis of Pay Ranges £

Plumber	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	18,165	18,702	19,507	21,050	26
Normal Range Maximum Salary	21,200	21,682	22,584	24,334	26
Contribution Pay Maximum	23,002	23,692	24,309	26,602	19

The survey shows the inter-quartile range of salaries paid to individual post holders is £21,050 to £23,002, while the median salary is £21,682.

The data suggests little difference in salary levels according to the size or type of HEI.

The data on the pay ranges shows the median normal pay range is from £18,702 to £21,682, with a median contribution pay maximum of £23,692.

The most common number of contracted hours for a full-time post is 37 hours (11 HEIs) and then 35 hours (5 HEIs).

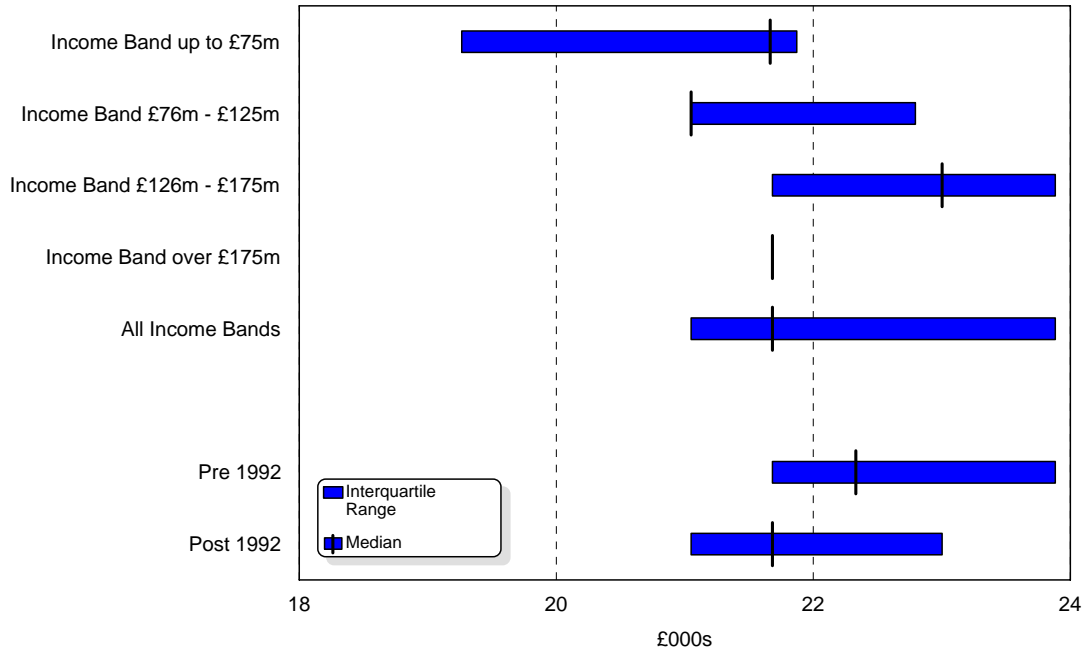
Two of the HEIs participating in the survey reported paying market premia and five HEIs (representing nearly 20% of the HEIs providing data for this role) report having recruitment problems for this post. Only one of the participant HEIs reports retention problems.

ECC Survey Job Description for Plumber

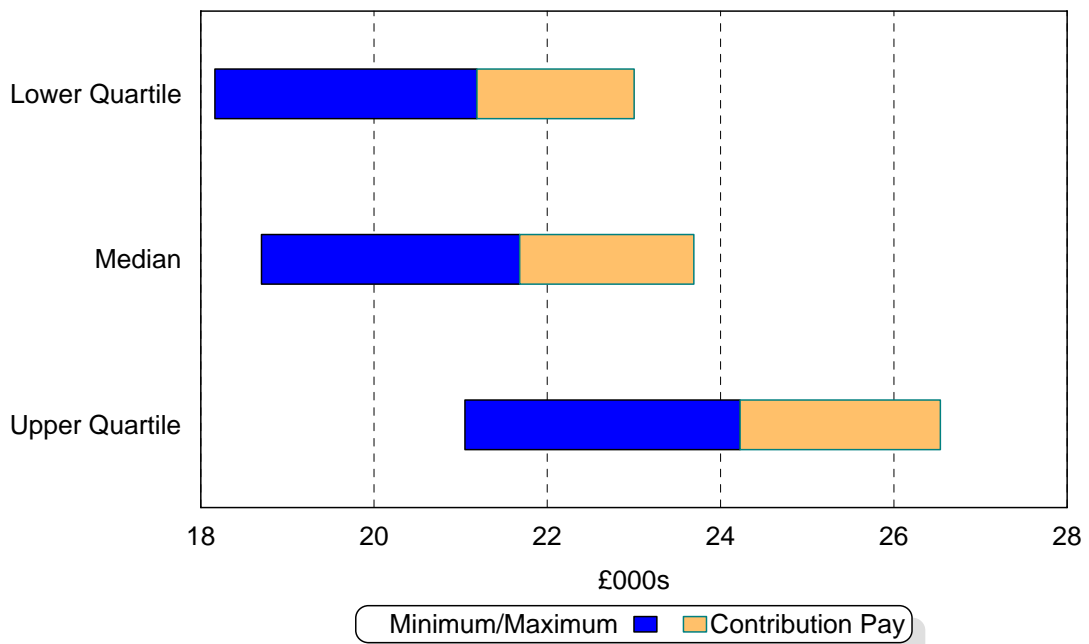
Level	<ul style="list-style-type: none">• Reports to Mechanical Maintenance/ Building Services Engineer/Estates Officer or Manager responsible for planning and organising maintenance and repairs within the organisation.
Experience	<ul style="list-style-type: none">• Working knowledge and experience of heating, ventilation and drainage systems, including hot and cold water systems, sanitary installations, soil waste pipe systems, rainwater systems, catering equipment and shower controls/systems.
Qualifications	<ul style="list-style-type: none">• Formal apprenticeship in appropriate plumbing and/or domestic heating services; City and Guilds Final/Intermediate Certificates or NVQ equivalent; CORGI Registered; ACOP 1-5 & 16/ACS equivalent or similar trade qualification.
Role	<ul style="list-style-type: none">• Undertakes the repair, maintenance, installation and adaptation of all plumbing installations throughout the estate.• Works within a framework of planned preventative and reactive maintenance, to achieve a high standard of inspection and testing of installations within budget resources.• Ensures by regular inspection, testing and recording that the HEI meets its requirements under the Gas Safety (Installation and Use) Regulations.• Participates in the Estates call-out service, and returns to work outside of normal hours in order to make repairs and to ensure the safety of the occupants and building services.• Required to work without direct supervision, liaise with departments for access and shutdowns, make decisions regarding renewal or repair, requisition parts and carry out work in a safe and timely manner. Prioritises own workload.

Electrician

**Electrician
- Postholder Salaries (£'000 pa)**



**Electrician
- Pay Ranges (£'000 pa)**



ECC Survey Data

HEI Annual Income Analysis £

Electrician	LQ	Median	Average	UQ	Posts
Income Band up to £75m	19,264	21,665	21,346	21,872	12
Income Band £76m - £125m	21,050	21,050	21,919	22,795	38
Income Band £126m - £175m	21,682	23,002	22,594	23,883	59
Income Band over £175m	21,682	21,682	21,752	21,682	19
All Income Bands	21,050	21,682	22,151	23,883	128

HEI Type Analysis £

Electrician	LQ	Median	Average	UQ	Posts
Pre 1992	21,682	22,332	22,317	23,883	63
Post 1992	21,050	21,682	21,991	23,002	65

Summary Analysis of Pay Ranges £

Electrician	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	18,165	18,702	19,511	21,050	30
Normal Range Maximum Salary	21,188	21,682	22,647	24,226	30
Contribution Pay Maximum	23,002	23,692	24,412	26,537	21

The survey shows the inter-quartile range of salaries paid to individual post holders is £21,050 to £23,883, while the median salary is £21,682.

This represents a narrow range of salaries and salaries are similar for all sizes and types of HEI.

The data on the pay ranges shows the median normal pay range is from £18,702 to £21,682, with a median contribution pay maximum of £23,692.

The most common number of contracted hours for a full-time post is 37 hours (13 HEIs) and then 35 hours (8 HEIs) .

One of the HEIs participating in the survey reports paying a market premium for this post and six HEIs (representing 20% of the HEIs providing data for this role) report recruitment problems. Two of the participants report having retention difficulties.

ECC Survey Job Description for Electrician

Level	<ul style="list-style-type: none"> • Reports to Maintenance Engineer (Electrical) / Building Services Engineer/Estates Officer or Manager responsible for planning and organising maintenance and repairs within the organisation.
Experience	<ul style="list-style-type: none"> • Working knowledge and experience of electrical maintenance, commercial and domestic installations, alterations and repairs.
Qualifications	<ul style="list-style-type: none"> • Qualified electrician - City and Guilds Electrical or NVQ equivalent. Formal apprenticeship in appropriate electrical services or equivalent trade qualification.
Role	<ul style="list-style-type: none"> • Undertakes proactive electrical maintenance, installation, alterations and repair of the HEIs electrical engineering installations, ensuring all works are undertaken in accordance with legislative requirements and HEI procedures. • Works within a framework of planned preventative and reactive maintenance to achieve a high standard of inspection and testing of electrical engineering services within budget resources. • Ensures by regular inspection, testing and recording that the HEI meets its requirements under the Electricity at work Regulations. • Maintains and repairs all electrical engineering services, low voltage mains switchgear and building distribution systems, internal and external lighting systems, fire alarm and emergency light systems, boiler, ventilation, air conditioning/plant equipment, catering, pumps, process control fans and panel wiring. • Participates in the Estates call-out service, and returns to work outside of normal hours in order to make repairs and to ensure the safety of the occupants and building services. • Undertakes portable appliance testing.

Benchmark Pay Data for Maintenance, Plumber and Electrician Posts

Many maintenance and craft workers are self-employed or work in small businesses. It is estimated, for example, that 60% of plumbers are self employed or work for small firms while 22% are employed in sectors outside the construction industry, such as local government, education, NHS or the prison service.

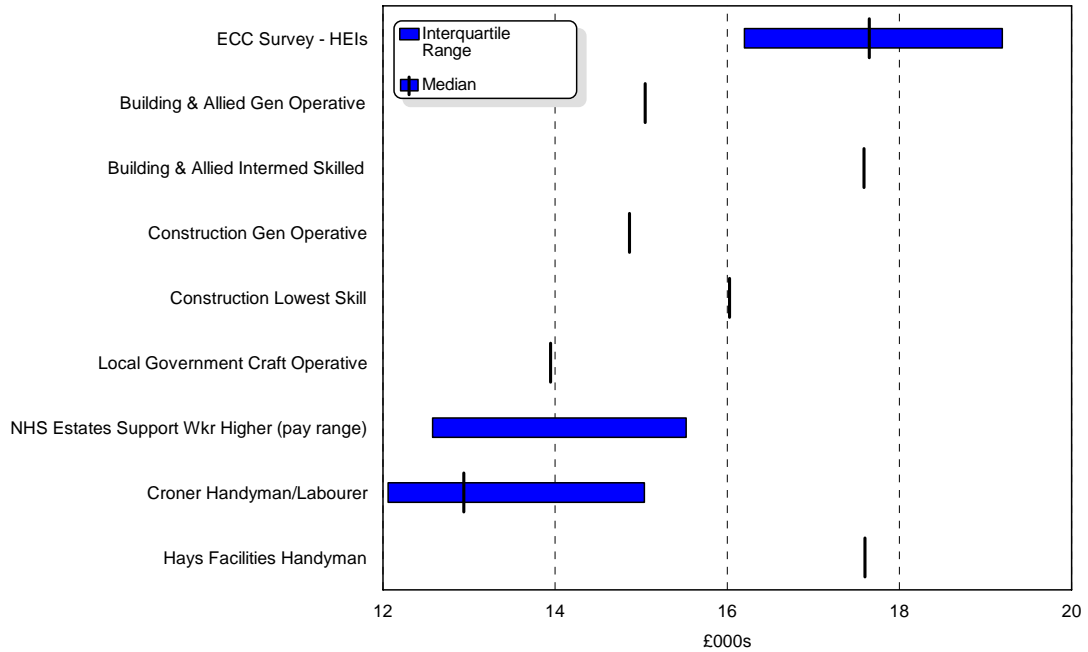
The latest report produced by the Construction Skills Network, Blueprint for UK Construction Skills 2007-2011, forecasts that the UK construction industry will continue to experience strong growth for the next five years. The report estimates that 9,810 electricians and 4,520 plumbers will be required each year from 2007 to 2011 to meet expected demand.

Increased regulatory demands and technological changes have had an impact on the electrical and plumbing and heating industries in recent years, and this has encouraged organisations to promote skills development and to ensure their staff achieve qualifications.

Recruiting electricians and plumbers is likely to remain difficult although there have been increases in the number of people applying for training as electricians and plumbers, and there has been an increase in the use of migrant labour – particularly from the new “A8” European countries - to fill skills gaps. There is evidence that public sector employers are experiencing recruitment problems, although retention problems appear less serious.

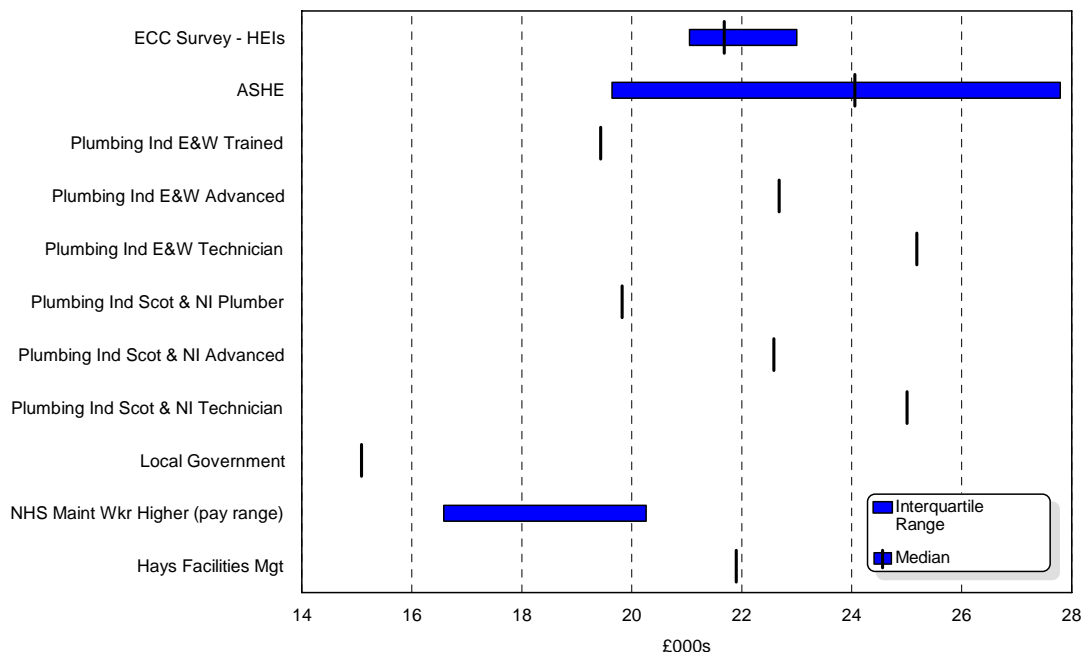
The chart below shows the salaries paid by HEIs in the ECC survey for General Maintenance Assistant or Handyperson roles appear to be competitive with the benchmark pay rates identified in building and construction industry agreements, local authorities, the NHS and salary surveys.

**General Maintenance/Handyperson
- Benchmark Salaries (£'000 pa)**



The chart below shows the salaries paid to plumbers by HEIs in the ECC survey are generally competitive, especially with those in local authorities and the NHS (although the NHS also pays a national recruitment and retention premium of just over £3,000).

**Plumber
- Benchmark Salaries (£'000 pa)**



HEI salaries compare favourably with the national industry rates for plumbers and the upper quartile salary level is in line with the national industry rates for advanced plumbers (which is by far the most common grade for plumbers).

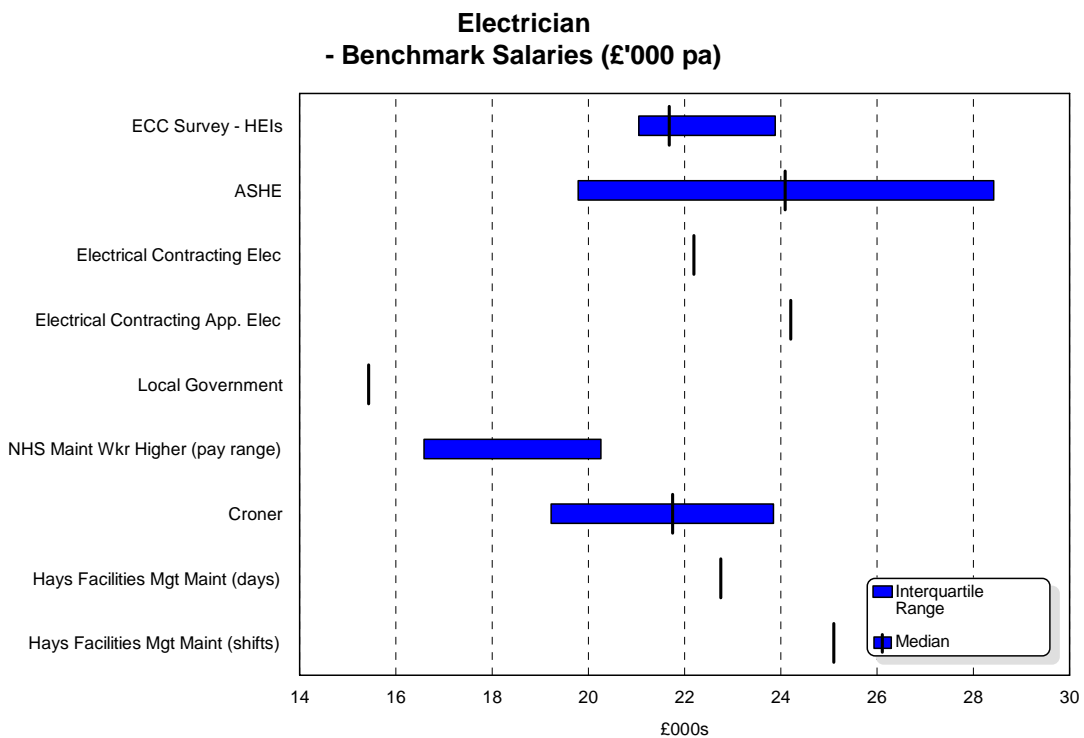
Technician plumbers are paid higher pay rates and the ASHE data suggests higher levels of earnings for more than half of the sample of plumbers and heating and ventilating engineers.

The chart below shows the salaries paid for Electricians by HEIs in the ECC are generally competitive, especially when compared with pay levels in local authorities and the NHS (although again the NHS also pays a national recruitment and retention premium of just over £3,000 on top of salary).

The median HEI salary is just below the Electrical Contracting industry rate for Electricians and the upper quartile HEI salary level is just below the industry rate for Approved Electricians.

Salary levels are broadly in line with the salary survey data from Croner Reward and from Hays although Maintenance Electricians working shifts earn more.

The ASHE median earnings level is in line with the upper quartile salary in HEIs.



Annual Survey of Hours and Earnings

The Annual Survey of Hours and Earnings for 2007 show the following earnings levels statistics for electricians and plumbers:

Gross Annual Earnings (excluding overtime) for Full Time Employees (£pa)

Occupation	Lower Quartile	Median	Average	Upper Quartile
Electricians, electrical fitters	19,787	24,088	24,577	28,421
Plumbers, heating and ventilating engineers	19,641	24,057	24,344	27,790

Source: ASHE

The ASHE data shows the relative significance of overtime as part of overall earnings.

Average gross earnings for full-time employees in selected construction occupations at April 2007

Occupation	Average gross earnings excluding overtime £pa	Average gross earnings including overtime £pa
Electricians, electrical fitters	24,577	26,952
Plumbers, heating & ventilating engineers	24,344	25,885

The ASHE may not accurately reflect the earnings of plumbers and electricians because it excludes the self-employed.

National Industry Agreements

There are a number of national agreements covering the building and construction industry and the following table shows the basic hourly and weekly pay rates (based on a 39-hour week), and equivalent annual salaries for general operatives and lowest skill operatives. These are considered to be the closest comparators to the role of general maintenance assistant or handyperson.

Construction Industry rates are effective from 25 June 2007 and are due to increase by 6% from 30 June 2008, in the final year of an end loaded three-year deal. The Building & Allied Trades rates are effective from 11 June 2007. Both agreements cover England, Scotland and Wales.

Industry Agreement	General Operative Rates £ph/£pw/£pa			Lowest Skill Rate £ph/£pw/£pa		
Building & Allied Trades JIC	£7.40 ph	£288.60 pw	£15,048 pa	£8.65* ph	£337.35* pw	£17,589* pa
Construction Industry JC	£7.31 ph	£285.09 pw	£14,865 pa	£7.87** ph	£306.93** pw	£16,026** pa

*Rate for intermediate craft worker – NVQ/SVQ level 2. Advanced craft workers are paid £10.06 per hour or £392.34 a week.

** Lowest skill rate of 4 skill rates. Highest skill rate is £9.27 per hour or £361.53 per week. Craft rate is £9.72 per hour or £379.08 a week.

The Plumbing Industry national rates for plumbers are summarised in the table below. In England and Wales it is estimated that about three-quarters of plumbers are in the grade of advanced plumber and gas service engineer.

Trained plumbers are those who have passed an NVQ/SVQ at level 2 and are able to install most types of plumbing system after being given instructions with supervision so that there is back-up help if a problem occurs.

Advanced plumbers have usually passed an NVQ/SVQ at level 3 and have two years' experience and they are able to work unsupervised and may even have the responsibility of supervising others.

Technician plumbers are also able to plan and design plumbing systems. They require at least five years' experience and will also possess higher levels of qualifications.

Industry Agreement	Craft Rates £ph
Plumbing Mechanical Engineering JIB (England & Wales)	£9.94 (trained plumber & gas service engineer); £11.60 (advanced plumber & gas service engineer) £12.88 (technician plumber & gas service engineer)
Plumbing Industry (Scotland & Northern Ireland)	£9.04 (plumbing labourer) £10.14 (plumber & gas service fitter); £11.55 (advanced plumber & gas service engineer) £12.79 (technician plumber & gas service technician)

The basic working week is 37.5 hours per week giving weekly rates of £435 (or an annual salary of £22,681) for advanced plumbers and gas service fitters in England and Wales and £433.13 (or an annual salary of £22,583) in Scotland and Northern Ireland

The Plumbing Mechanical Engineering Services agreement also provides for responsibility/incentive allowances paid as an additional amount on basic grade rates for work that involves extra responsibility, productivity or flexibility (these can be as high as 65 pence to 84 pence per hour), plumbers' welding supplements for possession of gas and arc certificates, and daily travel time allowances. Overtime rates apply after 43 hours are worked at T+50% up to 8pm and double time after 8pm. Annual holiday entitlement is 21 days. In the Plumbing Industry agreement for Scotland and Northern Ireland responsibility allowances are 52 pence per hour and overtime rates are payable after 45 hours are worked. Double time is paid after 10.30 pm.

The Electrical Contracting JIB sets the rates of pay for electricians, technicians and labourers in the electrical contracting industry and is a key influence on electricians' rates in other industry sectors such as engineering and the utilities.

Industry Agreement	7.1. 2008 Electrical Contracting Rates £ph	7.1. 2008 Scottish JIB Travel Rates £ph
Electrical Contracting (site rates)	£11.35 or 12.06* (electrician) £12.38 or 13.08* (approved electrician)	£12.06 (electrician) £13.08 (approved technician)

* Lower rate applies to job employed groups who travel to sites to work, where transport to site is provided; higher rate applies for own transport

Rates are higher in London - £12.71 or £13.51 for electricians and £13.87 or £14.65 for approved electricians. Overtime is now payable once 37.5 hours are worked.

Electricians must have been a registered apprentice or have undergone some equivalent method of training and have had practical training in electrical installation work; must have obtained an NVQ level 3 in electrical installation work (or equivalent); and must have obtained a pass in the City & Guilds 2360 Electrical Installation Theory Part 2 Course or approved equivalent. Approved electricians must have the above and two years' experience as an electrician after completion of their training and must have demonstrated and obtained suitable qualifications (City & Guilds 2391 is a suitable qualification) in the inspection, testing and commissioning of installations.

The rates payable under national industry agreements will usually apply to staff working on construction sites and are paid by many building companies and contractors. Our monitoring of pay rates confirms that the pay rates set by national agreements are generally followed.

Organisations such as the NHS, local authorities and some HEIs tend to employ craft workers on rates of pay that are lower, in terms of hourly rates, than these agreements.

These organisations will generally offer better terms and conditions and benefits that compensate for the lower pay levels. This will include a permanent contract rather than shorter term contracts, and a final salary pension scheme.

Local Government

The national pay rates for craft workers employed by local authorities, effective from 1 April 2007, are shown in terms of weekly rates and annual salaries below. We have also calculated the appropriate hourly rates based on a 37-hour week.

Job	Salary £pa	Weekly Rate £pw	Hourly Rate £ph (based on 37-hour week)*
Building craft operative	13,948	267.51	7.23
Plumber	15,084	287.86	7.78
Engineer, electrician	15,433	296.00	8.00

* Staff work 36 hours in London.

Workers also receive additional skills payments of between 39 and 78 pence per hour. Electricians receive an additional payment of 47 pence per hour for exacting diagnostic work and plumbers who have met the ACOP standard and are required to use these skills receive a weekly allowance of £9.27.

Rates exclude Greater London allowance of £2,268 and fringe allowances of £750 (inner fringe) and £522 (outer). Tool allowances of between £3.12 and £7.04 a week are also paid. These additional payments can add significantly to total earnings.

The latest pay settlement includes provision for setting up a joint working party to undertake a strategic and comprehensive review of the pay and rewards for craft workers in local government.

The Local Government Pay & Workforce Strategy Survey 2006 shows 11.1% of local authorities in England have difficulties in recruiting electricians and 9.5% have problems recruiting plumbers. Retention difficulties are slightly less serious with 6.9% and 7.4% respectively experienced problems. In both cases the figures for 2006 are a considerable improvement on 2005 and 2004.

NHS

Maintenance craft workers and technicians requiring full electrical, plumbing or mechanical crafts qualifications receive a national recruitment and retention premium of £3,046. This premium was recently reviewed. The research commissioned by the NHS Staff Council Report to inform this review concluded that the premia should continue because private sector pay rates were higher and NHS pay levels would be uncompetitive without them. Some NHS employers experienced recruitment problems even with the premia.

Our monitoring of NHS posts suggests that most general maintenance assistant posts are in band 2 (the band for Estates Support Worker) with a salary range of £12,577 to £15,523. There are some examples of these posts in band 3 (Estates Maintenance Worker) with a salary range of £14,437 to £17,257.

Electricians and plumbers are generally in band 4 (for Estates Maintenance Worker Higher Level) with a salary range of £16,853 to £20,261, with some examples in the higher pay band 5 (for Estates Maintenance Worker Specialist) with a pay range of £19,683 to £25,424.

The national NHS job profiles for relevant Estates and Maintenance roles are given below.

Post	Pay Band	1 November 2007 Pay range
Estates Support Worker	1	£12,182 - £13,253
Estates Support Worker Higher Level	2	£12,577 - £15,523
Estates Maintenance Worker	3	£14,437 - £17,257
Estates Maintenance Worker (higher level)	4	£16,853 - £20,261
Estates Maintenance Worker Specialist	5	£19,683 - £25,424

The job outlines for these NHS job profiles are as follows:

Estates Support Worker – assists in the maintenance and repair of hospital equipment or other on-site facilities, assists in ensuring the fabric of the building provides a safe environment for patients, public and staff;

Estates Support Worker Higher Level – maintains and repairs electrical, mechanical equipment and tools or other on-site facilities, ensures the fabric of the building provides a safe environment;

Estates Maintenance Worker – repairs and maintains mechanical, gas, electrical equipment, building fabric, repairs fixtures and fittings, including carpentry;

Estates Maintenance Worker (higher level) – installs, maintains, services and repairs range of electrical, mechanical, gas equipment; maintains equipment, fabric, utility services of properties;

Estates Maintenance Worker Specialist – installs, maintains, services and repairs full range of estates services equipment, provides technical advice to other estates maintenance staff, contractors to ensure compliance with safety standards and procedures, undertakes condition surveys, evaluates inspection reports.

Croner Reward

The Croner Clerical & Operatives Rewards Survey (January 2007) provides the following basic and total pay information for Handyman/Labourers and Electricians.

	Lower Quartile £ pa	Median £ pa	Upper Quartile £ pa	Sample
Handyman/Labourer (unskilled) (basic pay)	12,061	12,940	15,037	17
Handyman/Labourer (unskilled) (total pay)	12,168	14,119	16,403	17
Electrician (basic pay)	19,226	21,748	23,847	46
Electrician (total pay)	19,927	23,962	26,976	46

The basic pay data is based on handymen/labourers working from 37.5 (lower quartile) to 40 hours (upper quartile) with a median of 39 hours a week.

The basic pay data is based on electricians working from 37 (lower quartile) to 39 hours (upper quartile) with a median of 37.5 hours a week.

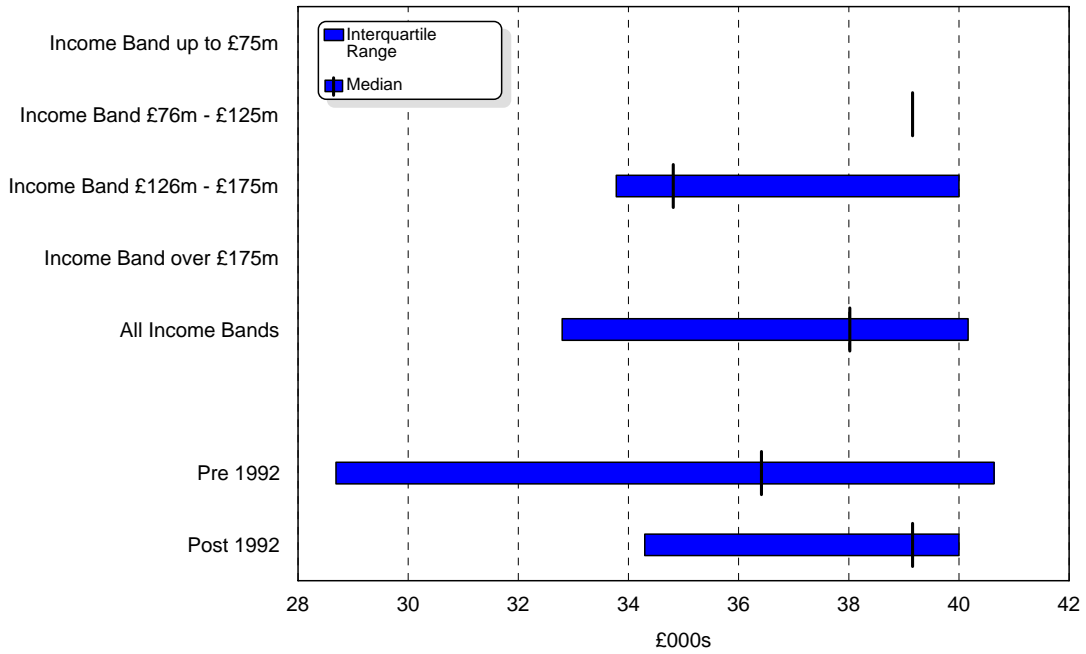
Hays

The Hays Facilities Management Salary Guide 2006 shows the following typical salaries for Handymen, Maintenance Electricians and Maintenance Engineers and Plumbers. Typical salary levels are consistently higher in London but this does not appear to be the case for elsewhere in the South-East of England. Salary levels are generally lower in Scotland but there is no other consistent pattern for salary levels in other locations.

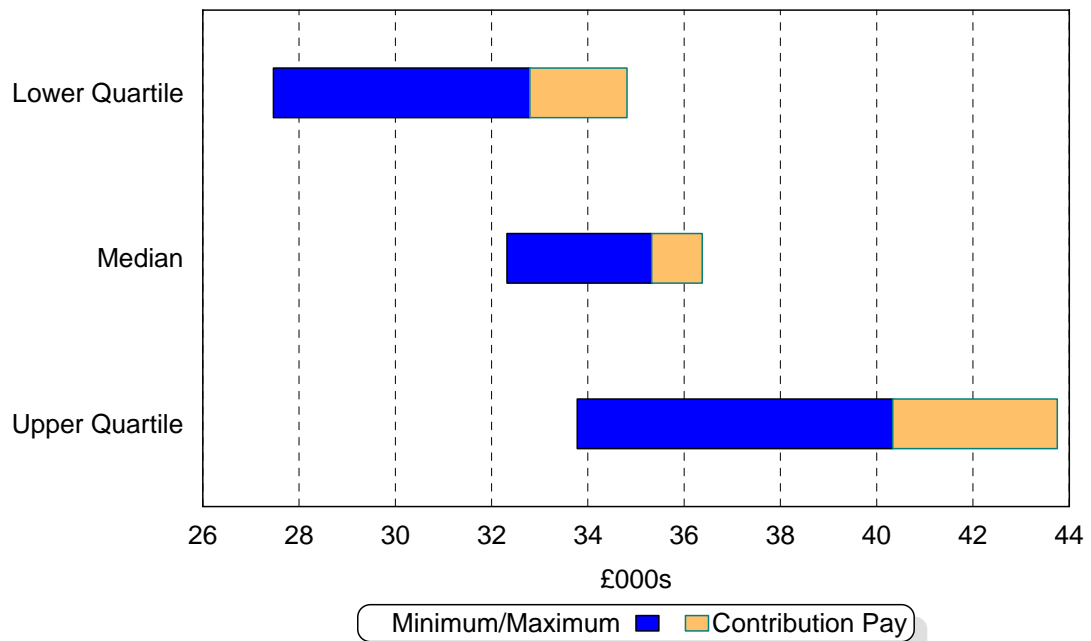
Location	Handyman	Maintenance Electrician (days)	Maintenance Electrician (shifts)	Maintenance Engineer (days)	Maintenance Engineer (shift)	Plumber
Central London	£19,000	£26,000	£29,000	£25,000	£28,000	£25,000
South East	£18,000	£23,000	£25,000	£23,000	£25,000	£20,000
South West & Wales	£18,000	£23,000	£25,000	£22,000	£24,000	£21,000
East Anglia	£18,000	£23,000	£25,000	£23,000	£25,000	£22,000
South Home Counties	£17,000	£22,000	£25,000	£22,000	£26,500	£23,000
North Home Counties	£19,000	£23,000	£25,000	£23,000	£26,000	£22,000
Midlands	£18,000	£22,000	£23,000	£22,000	£24,000	£21,000
Yorkshire & N. East	£17,000	£21,000	£25,000	£21,000	£25,000	£22,000
North West	£16,000	£22,000	£25,000	£22,000	£25,000	£23,000
Scotland	£16,000	£22,500	£24,000	£20,000	£22,000	£20,000
National Average	£17,600	£22,750	£25,100	£22,300	£25,050	£21,900

Electrical Engineer

**Electrical Engineer
- Postholder Salaries (£'000 pa)**



**Electrical Engineer
- Pay Ranges (£'000 pa)**



ECC Survey Data

HEI Annual Income Analysis £

Electrical Engineer	LQ	Median	Average	UQ	Posts
Income Band up to £75m	2
Income Band £76m - £125m	...	39,159	36,855	...	7
Income Band £126m - £175m	33,779	34,813	35,676	40,000	13
Income Band over £175m	1
All Income Bands	32,796	38,019	36,385	40,168	23

HEI Type Analysis £

Electrical Engineer	LQ	Median	Average	UQ	Posts
Pre 1992	28,691	36,416	35,642	40,638	12
Post 1992	34,296	39,159	37,197	40,000	11

Summary Analysis of Pay Ranges £

Electrical Engineer	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	27,466	32,318	30,610	33,779	18
Normal Range Maximum Salary	32,796	35,325	35,848	40,335	18
Contribution Pay Maximum	34,813	36,374	38,305	43,753	14

The survey shows the inter-quartile range of salaries paid to Electrical Engineers is from £32,796 to £40,168, while the median salary is £38,019.

The sample size is small and it is difficult to see any relationship between salary levels and the size and type of HEI.

The data on the pay ranges shows the median normal pay range is from £32,318 to £35,325, with a median contribution pay maximum of £36,374.

The most common number of contracted hours for a full-time post is 37 hours a week (7 HEIs) and then 36.5 hours (3 HEIs).

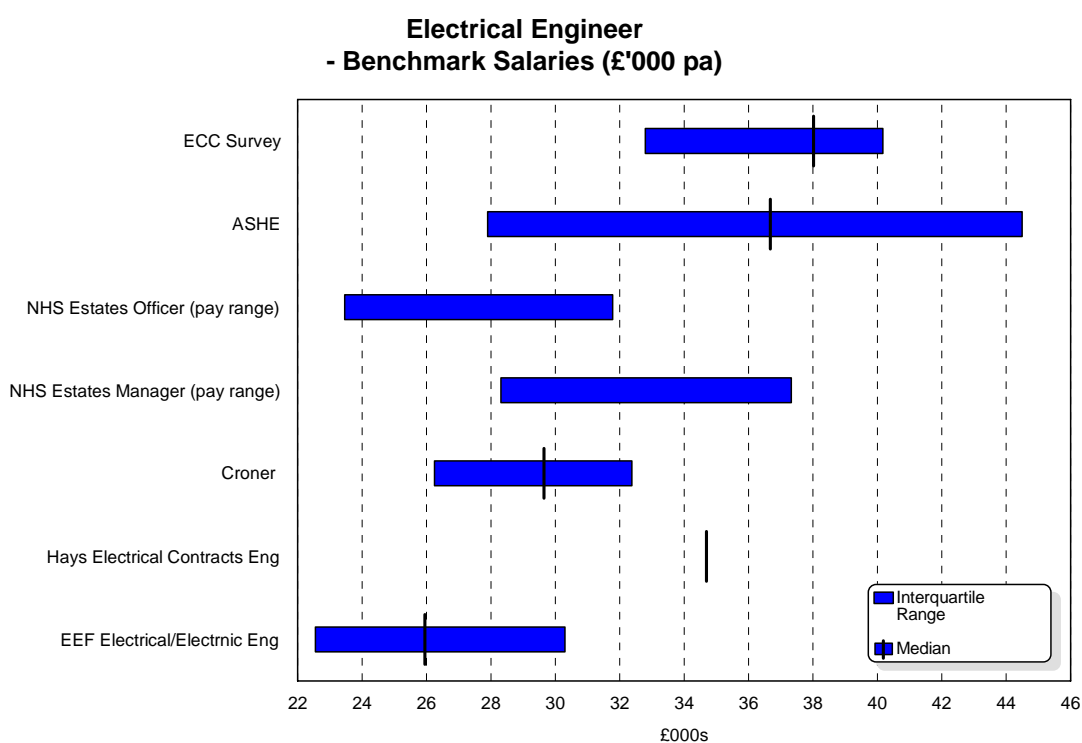
Two HEIs (representing 11% of the HEIs providing data on this role) report paying a market premium for this post and having recruitment and retention problems for Electrical Engineers.

ECC Survey Job Description for Electrical Engineer

Level	<ul style="list-style-type: none"> • Reports to Head of Engineering & Maintenance/ Head or Director of Estates.
Experience	<ul style="list-style-type: none"> • Significant hands-on experience of supervising building services contracts of all types in a multi-site environment from inception to completion.
Qualifications	<ul style="list-style-type: none"> • Minimum qualification in mechanical engineering, electrical or building services engineering of degree/BTEC/Higher National Certificate or Diploma, or equivalent. • A full understanding of the IEE Wiring Regulations - 16th Edition.
Role	<ul style="list-style-type: none"> • Responsible for delivery of quality electrical building services, ensuring that the electrical services and associated controls are designed and maintained in accordance with statutory requirements, legislation and good practice. • Assists with the design, supervision and project management of new electrical services and plant replacement and enhancement projects. • Monitors and controls contractors' performance and responsible for major electrical engineering projects. • Responsible for electrical design work up to £500,000. • Involved in producing dilapidation reports, feasibility studies; design brief/performance specifications, cost advice, maintenance audits, condition and statutory compliance surveys/audits, and planned replacement/refurbishment schedules.

Benchmark Pay Data

The chart below shows the salaries paid for Electrical Engineers by HEIs in the ECC survey are generally competitive.



ASHE

The Annual Survey of Hours and Earnings (ASHE) for 2007 includes the following earnings data for Electrical Engineers:

Gross Annual Earnings (excluding overtime) for Full Time Employees (£pa)

Occupation	Lower Quartile £	Median £	Average £	Upper Quartile £
Electrical Engineer	27,900	36,675	37,337	44,495

Source: ASHE

NHS

Roles equivalent to the Electrical Engineer survey job description are probably closest to the Estates Manager job profiles in band 7, with a pay range of £28,313 to £37,326, but there are also some examples of staff with HNC or equivalent qualifications in Electrical Engineering in Estates Officer roles in pay band 6, with a salary range of £23,458 to £31,779. The national NHS job profiles indicate the following pay bands for relevant Estates and Maintenance roles.

Post	Pay Band	1 November 2007 Pay range
Estates Officer (Operations); Estates Officer (Specialist Services); Estates Officer (Projects)	6	£23,458 - £31,779
Estates Manager (Operations); Estates Manager (Specialist Services); Estates Manager (Projects)	7	£28,313 - £37,326

The job outlines for these NHS job profiles are as follows:

Estates Officer (Operations) – responsible for engineering maintenance section, including management of staff, acting as Authorised Person/Responsible Officer in relation to specific maintenance responsibilities; maintains, operates & reviews pre planned maintenance programme; reviews and revises procedures, working practices;

Estates Officer (Specialist Services) – responsible for providing a specialist service to the organisation; undertakes project management in specialist field; ensures compliance with relevant legislation, regulations, codes of practice, technical guidance; develops policies in specialist field and ensures their implementation; provides training in specialist field;

Estates Officer (Projects) – responsible for the delivery of delegated projects in the estate investment programme, including design, obtaining tenders, liaison with consultants and statutory bodies, agreeing standards and ensuring they are met; maintains database of estates records and drawings; provides training, as necessary, for staff and contractors working on own projects;

Estates Manager (Operations) – responsible for ensuring that engineering maintenance, including contract work, is carried out to appropriate standards and specifications; management of engineering maintenance staff; acts as Authorised Person/Responsible Officer in relation to specific maintenance responsibilities e.g. high and low voltage electrical systems; implements and maintains physical assets register, oversees minor schemes and capital works;

Estates Manager (Specialist Services) – responsible for providing one or more specialist services to the organisation; undertakes project management in specialist field(s); ensures compliance with relevant legislation, regulations, codes of practice, technical guidance; develops policies in specialist field(s); supervises or manages staff in specialist field(s);

Estates Manager (Projects) – responsible for the day to day management of the organisation’s capital programme and revenue schemes; maintains dataset of estates records and drawings; manages estates staff.

Local Government

The Local Government Pay & Workforce Strategy Survey 2006 shows 12.6% of local authorities have difficulties in recruiting Electrical Engineering professionals and 6.8% have problems retaining them. Some 4.1% of local authorities offer a market supplement for these posts (based on a sample size of 126 councils).

Croner Reward

The Croner Management Rewards Survey March 2007 provides salary information for Electrical Engineers, as follows:

Position	Lower Quartile Basic Salary	Median Basic Salary	Upper Quartile Basic Salary	Median Total Pay	Sample
Electrical Engineer	26,245	29,649	32,375	31,160	19

Hays

The Hays Building Services Salary Guide 2007 shows the following typical salaries for Junior and more experienced Electrical Engineers.

Location	Junior Electrical Contracts Engineer (age 24 with ONC) Typical	Electrical Contracts Engineer (age 35 with HNC) Typical
Central London	£28,000	£40,000
South West	£20,000	£26,000
Wales	£20,000	
East Anglia	£26,000	£26,000
South Home Counties	£28,000	£40,000
North Home Counties	£27,000	£39,000
East Midlands	£24,000	£35,000
West Midlands	£25,000	£36,000
Yorkshire	£22,000	£34,000
North East	£26,000	£31,500
North West	£26,000	£35,000
Scotland	£24,000	£33,000
National Average	£24,308	£34,692

EEF

The Management and Professional Engineers’ Pay Survey produced by the Engineering Employers’ Federation (EEF) shows the following pay levels for Electrical/Electronic Engineers. The data was correct at August 2006 and is based on a sample of 594 companies.

Electrical/Electronic Engineer	Lower Quartile £ pa	Median £ pa	Average £ pa	Upper Quartile £ pa
Basic Salary	22,548	25,948	26,222	30,300
Total Pay	23,155	26,775	26,746	30,507

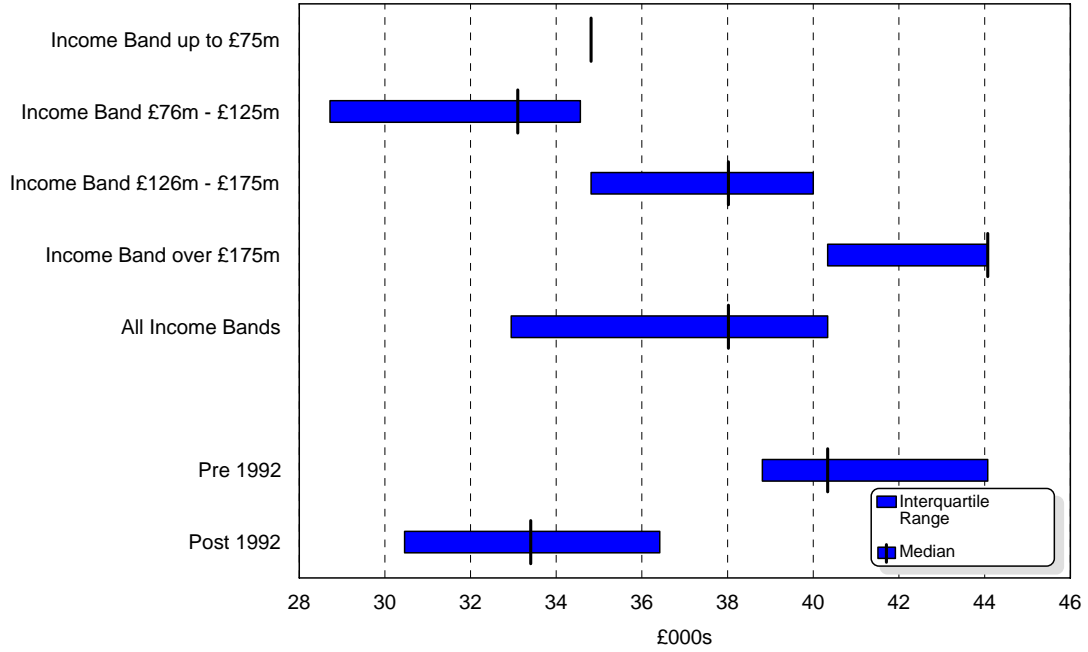
AGR

The AGR Graduate Recruitment Survey 2007 shows a median starting salary of £22,500 for graduates starting in electrical and electronic engineering roles.

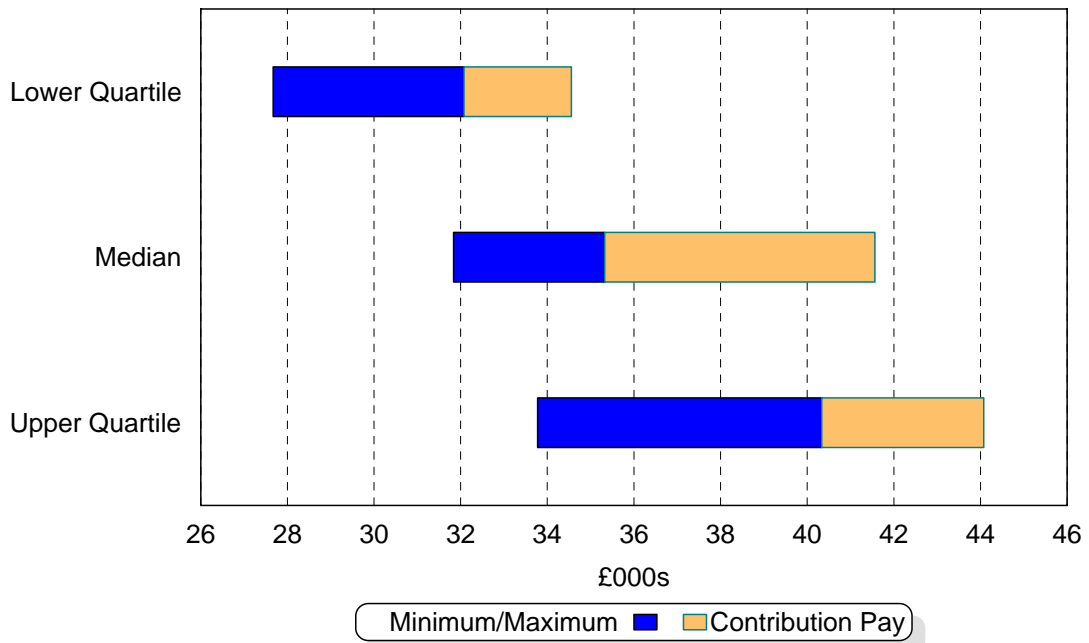
Building Surveyors

Building Surveyor

**Building Surveyor
- Postholder Salaries (£'000 pa)**



**Building Surveyor
- Pay Ranges (£'000 pa)**



ECC Survey Data

HEI Annual Income Analysis £					
Building Surveyor	LQ	Median	Average	UQ	Posts
Income Band up to £75m	...	34,813	35,416	...	9
Income Band £76m - £125m	28,721	33,102	32,441	34,563	12
Income Band £126m - £175m	34,813	38,019	37,187	40,000	13
Income Band over £175m	40,335	44,074	42,242	44,074	12
All Income Bands	32,949	38,019	36,921	40,335	46

HEI Type Analysis £					
Building Surveyor	LQ	Median	Average	UQ	Posts
Pre 1992	38,811	40,335	40,409	44,074	23
Post 1992	30,463	33,407	33,433	36,416	23

Summary Analysis of Salary Ranges £					
Building Surveyor	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	27,672	31,840	30,560	33,779	26
Normal Range Maximum Salary	32,079	35,325	35,815	40,335	26
Contribution Pay Maximum	34,555	41,563	39,307	44,074	16

The survey shows the inter-quartile range of salaries paid to individual post holders is from £32,949 to £40,335, whilst the median salary is £38,019.

The data suggest salary levels are significantly higher in pre-1992 HEIs than in post-1992 HEIs. Larger HEIs also generally pay more than their smaller counterparts.

The data on the pay ranges used by HEIs shows the median normal pay range is from £31,840 to £35,325, with a median contribution pay maximum of £41,563.

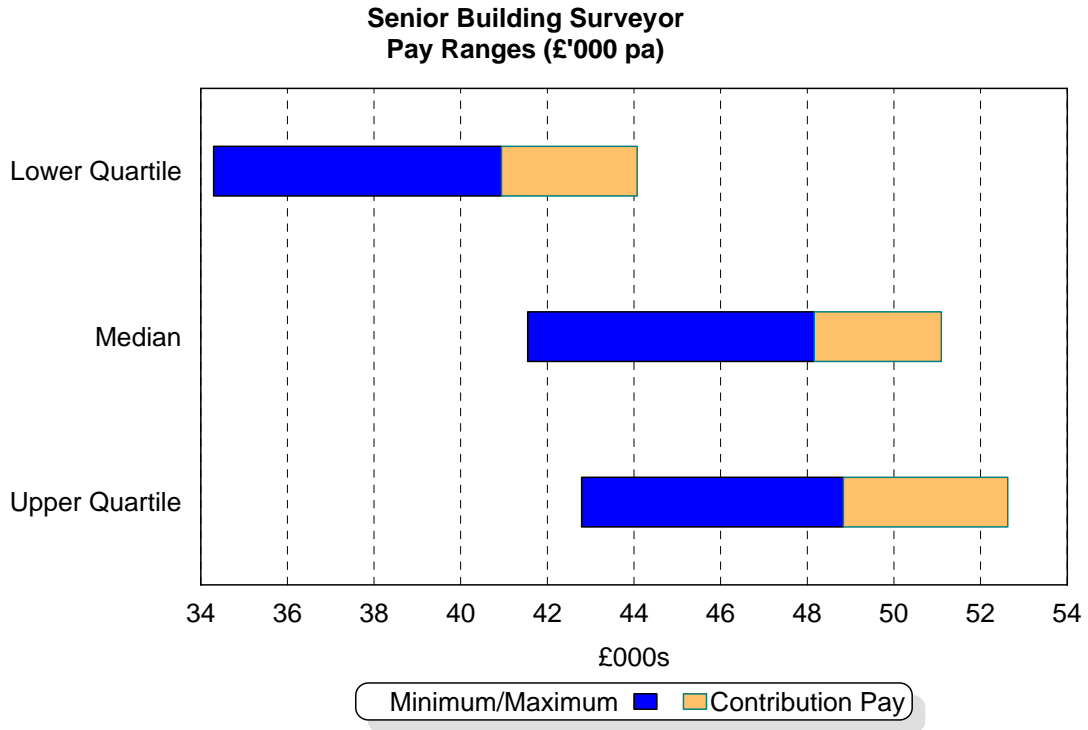
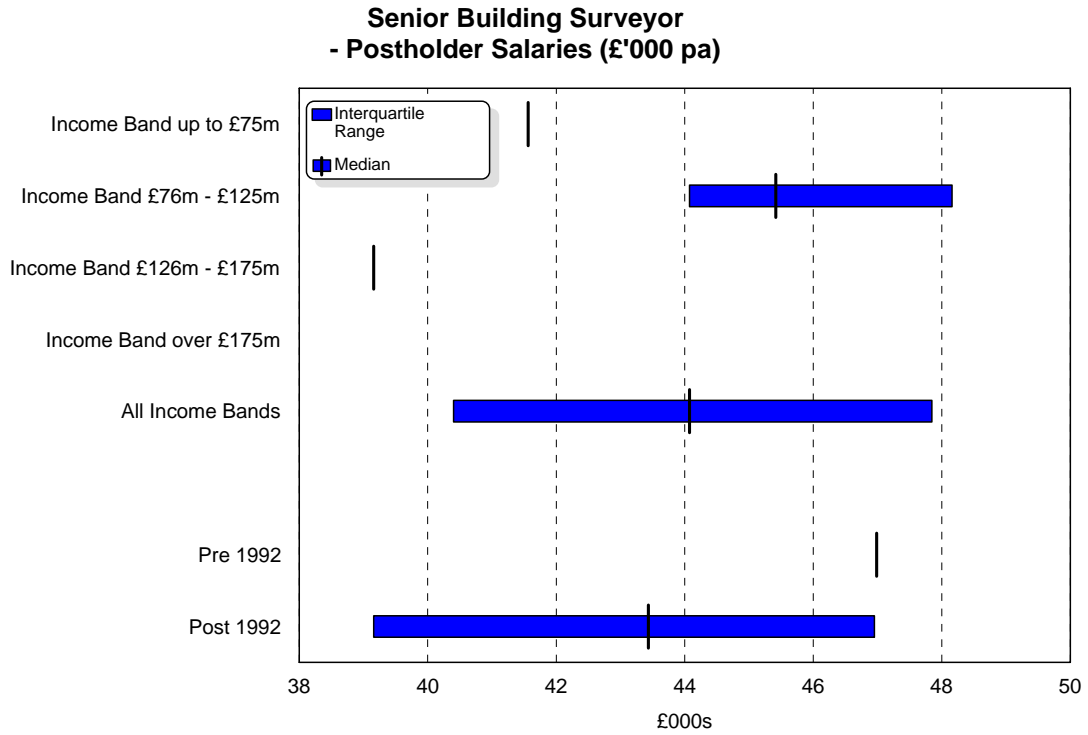
The most common number of contracted hours for a full-time post is 37 hours a week (16 HEIs) and then 35 or 36.5 hours (each reported by 3 HEIs).

One of the HEIs participating in the survey reports paying a market premium for this post and four (or 15% of) HEIs indicate that they have recruitment and retention problems for Building Surveyors.

ECC Survey Job Description for Building Surveyor

Level	<ul style="list-style-type: none">• Reports to Senior Building Surveyor.
Experience	<ul style="list-style-type: none">• Technical knowledge and significant work experience of building maintenance, refurbishment and construction and undertaking projects from inception to completion. Experience of managing internal and external contractors, consultants and suppliers.
Qualifications	<ul style="list-style-type: none">• Qualified to degree standard or equivalent (Building Surveying/Engineering or related discipline) and will either have or be working towards chartered professional building qualification eg RICS or equivalent.• Knowledge of current Health & Safety CDM and DDA regulations.
Role	<ul style="list-style-type: none">• Part of in-house team planning and undertaking building projects and property maintenance management including maintenance and refurbishment.• Undertakes a full range of building surveying services including preparation of design briefs, specifications, tender documents, conditions surveys and drawings, estimating and cost control.• Supervises external consultants and contractors and internal staff on site to achieve contractual aims.• Monitors project costs and achievement of milestones.• Liaises with Schools/Departments/Hall Managers regarding the scope, programme, timing and costs of various works to provide a customer care service. Liaises with third parties liable to be affected by the works inside and outside the HEI.• Undertakes Planning, Environmental Health and Building Regulation Applications where applicable and liaises with the appropriate statutory bodies.• Ensures compliance with the Construction Design and Management Regulations (including acting as Planning Supervisor where required) and all other health, safety and environmental legislation.

Senior Building Surveyor



ECC Survey Results

HEI Annual Income Analysis £					
Senior Building Surveyor	LQ	Median	Average	UQ	Posts
Income Band up to £75m	...	41,563	4
Income Band £76m - £125m	44,074	45,416	46,165	48,161	12
Income Band £126m - £175m	...	39,159	42,532	...	9
Income Band over £175m	2
All Income Bands	40,401	44,074	44,072	47,846	27

HEI Type Analysis £					
Senior Building Surveyor	LQ	Median	Average	Uq	Posts
Pre 1992	...	46,986	46,069	...	7
Post 1992	39,159	43,433	43,372	46,952	20

Summary Analysis of Salary Ranges £					
Senior Building Surveyor	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	34,296	41,545	40,006	42,791	23
Normal Range Maximum Salary	40,940	48,161	46,124	48,834	23
Contribution Pay Maximum	44,074	51,095	49,332	52,628	13

The survey shows the inter-quartile range of salaries paid to individual post holders is from £40,401 to £47,846, with a median salary of £44,074. The sample size is small, making it difficult to analyse salary levels according to the size and type of HEI.

The data on the pay ranges shows the median normal pay range is from £41,545 to £48,161, with a median contribution pay maximum of £51,095.

The most common contracted full-time hours are 37 hours (14 HEIs).

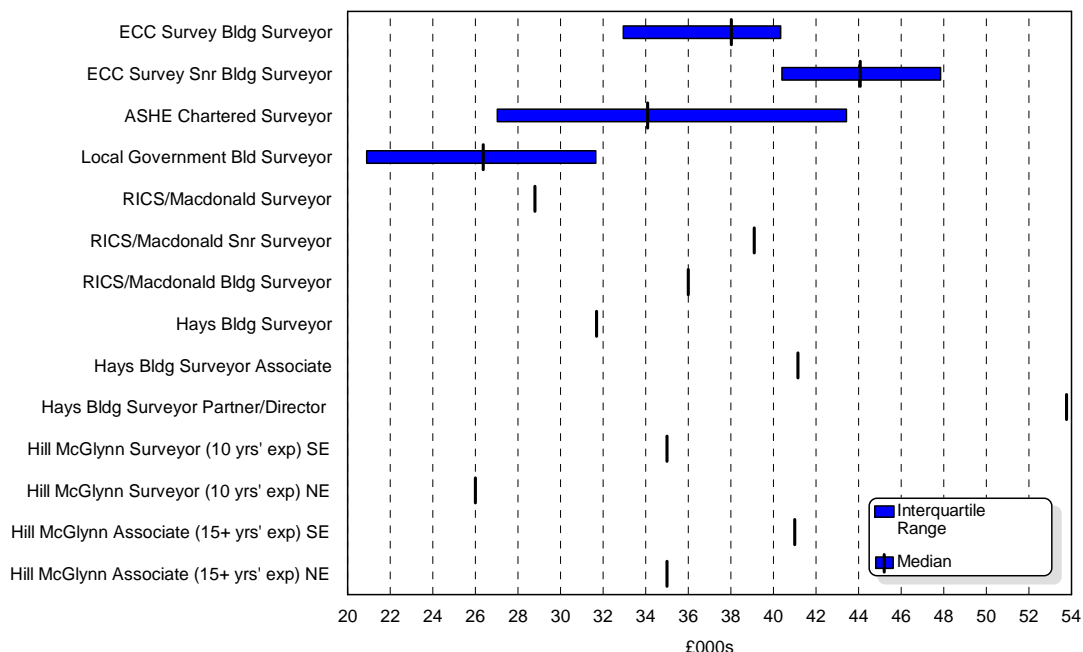
One participating HEI reports paying a market premium for this post. Three HEIs (representing 13% of HEIs providing data) report having recruitment problems and two (nearly 9%) have retention difficulties.

ECC Survey Job Description for Senior Building Surveyor

Level	<ul style="list-style-type: none"> • Reports to Director of Estates Services. • Supervises Building Surveyors.
Experience	<ul style="list-style-type: none"> • Experience of producing designs and specifications for large refurbishment and new-build projects and then ensuring their completion on time and within budget.
Qualifications	<ul style="list-style-type: none"> • Qualified to degree standard (Building Surveying/Engineering or related discipline) or equivalent. • Qualified chartered professional building qualification eg RICS. • Knowledge of current Health & Safety CDM and DDA regulations.
Role	<ul style="list-style-type: none"> • Leads in-house team undertaking building projects and property maintenance management including maintenance and refurbishment and will generally be responsible for providing building surveying services for larger refurbishment projects and new build projects. • Develops and maintains plans for building projects, monitoring costs, achieving milestones and dealing with slippage to minimise disruption to HEI operations and costs. • Oversees work of consultants, contractors, suppliers and staff working on major refurbishment and new build projects. • Monitors statutory compliance across the estate. • Responsible for the leadership and management of the surveyors. • May act as Deputy to the Director of Estates Services. • Provides professional advice within HEI and represents HEI with external bodies.

Benchmark Pay Data for Building Surveyors

**Building Surveyors
- Benchmark Salaries (£'000 pa)**



The chart above shows the salaries paid to Building Surveyors by HEIs in the ECC are competitive with salary levels in local government, the RICS/Macdonald Salary Survey, and Hays and Hill McGlynn data.

The HEI salaries for Senior Building Surveyors are competitive with experienced Building Surveyors working as Associates but lag behind those for Partners and Directors.

Annual Survey of Hours and Earnings

The Annual Survey of Hours and Earnings provides the average gross full-time earnings (excluding overtime) at April 2007 for Chartered Surveyors.

Gross Annual Earnings (excluding overtime) for Full Time Employees (£pa)

Occupation	Lower Quartile	Median	Average	Upper Quartile
Chartered Surveyors (not quantity surveyors)	27,029	34,094	37,452	43,432

Source: ASHE

Local Government

The Local Government Pay & Workforce Strategy Survey 2006 shows 31.1% of local authorities have difficulties in recruiting Building Surveying professionals and 15.8% have problems retaining them. The figures for 2006 represent an improvement over the position for 2004 and 2005. Some 17.2% of local authorities in England and 33% of councils in Wales offer a market supplement for these posts (based on a sample size of 126 councils in England and 6 in Wales). Market supplements are most common in Yorkshire & the Humber, East Midlands and the South-East of England.

The IDS Local Government Pay Benchmarking Survey, conducted in December 2006, found the following salary levels within local authorities in England and Wales.

Building Surveyor	Starting Salary £pa	Maximum Salary £pa
Lower quartile	20,895	26,928
Median	25,437	28,221
Upper quartile	27,462	31,653

Source: IDS

The survey includes an example of Midlothian Council in Scotland paying a market supplement to building surveyors in the form of basic salary being increased by a higher grading worth £2,310.

Our monitoring of local authority job advertisements suggests salary ranges of £26,000 to £33,000, with some councils such as Surrey Heath Borough Council paying a Market supplement of £4,000 for Building Control Surveyors. Kent County Council pays its Chief Building Surveyor £45,400 to £52,119, effective from 1 April 2007.

Royal Institute of Chartered Surveyors

The 2007 RICS and Macdonald & Company Salary & Benefits Survey shows an average UK salary of £28,800 for surveyors (based on a sample of 946) and £39,100 for senior surveyors (based on a sample of 1037).

Nearly half (49%) of those working in surveying in the sample work in surveying practices or consultancy, and 15% work in commerce & industry, with 14% from local government.

Average salaries are highest in the investment/development and financial services sectors and lowest in central/local government (£38,500). The average salary in education is £44,600.

The average salary for survey participants for whom Building Surveying is the prime professional activity is £36,012, with an average bonus of £3,081. This data is based on a

sample of 461 participants, and the average number of hours worked was 43.3 hours a week.

The survey is based on responses from over 4,000 property professionals and just over half of these anticipate that economic activity in their chosen professional activity will increase in the next 12 months. The proportion of building surveyors predicting an increase was slightly lower at 48%.

Some 12% of respondents said they were very likely to change employers within the next 12 months, and many of these were on the lowest salaries (and likely to be in the early stages of their careers).

The factor most likely to drive survey respondents to change job is an offer of better salary. This reflects the fact that salary is considered one of the most important aspects of a job.

The most important issues in determining attitudes to jobs are having interesting work (rated as very important by 66% of participants), salary (62%), career progression (54%) and management style (52%).

Some 95% of survey participants received additional benefits, with the most common being mobile phones (61%), contributory pensions (58%), health insurance (51%), performance-related pay (47%) and a car allowance (32%) or car (28%).

The survey suggests an average salary increase of 6.3% for building surveyors in 2007.

Hays

The Hays Construction & Property Consultant Salary Guide 2007 shows the following typical salary levels for Building Surveyors by geographical area.

Building Surveyors are defined as members of the Royal Institute of Chartered Surveyors (RICS) while Associates typically have 6 years' post-qualification experience.

The data suggests typical salary levels are generally significantly higher in Central London and the South-East of England.

Geographical Area	Partner/Director	Associate	Building Surveyor	Maintenance Surveyor
	Typical £ pa	Typical £ pa	Typical £ pa	Typical £ pa
Central London	£65,000	£50,000	£36,000	£32,000
North Home Countries	£53,000	£42,000	£30,000	£30,000
South Home Countries	£60,000	£45,000	£35,000	£30,000
South West	£50,000	£40,000	£30,000	£26,000
Wales	£50,000	£39,000	£30,000	£23,000
West Midlands	£55,000	£39,000	£31,000	£26,000
East Midlands	£53,000	£39,000	£32,000	£28,000
East Anglia	£55,000	£42,000	£32,000	£28,000
North West	£50,000	£38,000	£30,000	£25,000
Yorkshire	£55,000	£45,000	£32,000	£30,000
North East	£50,000	£42,000	£32,000	£27,500
Scotland	£55,000	£42,000	£32,000	£26,000
Northern Ireland	£48,000	£32,000	£30,000	£27,500
National Average	£53,769	£41,154	£31,692	£27,615

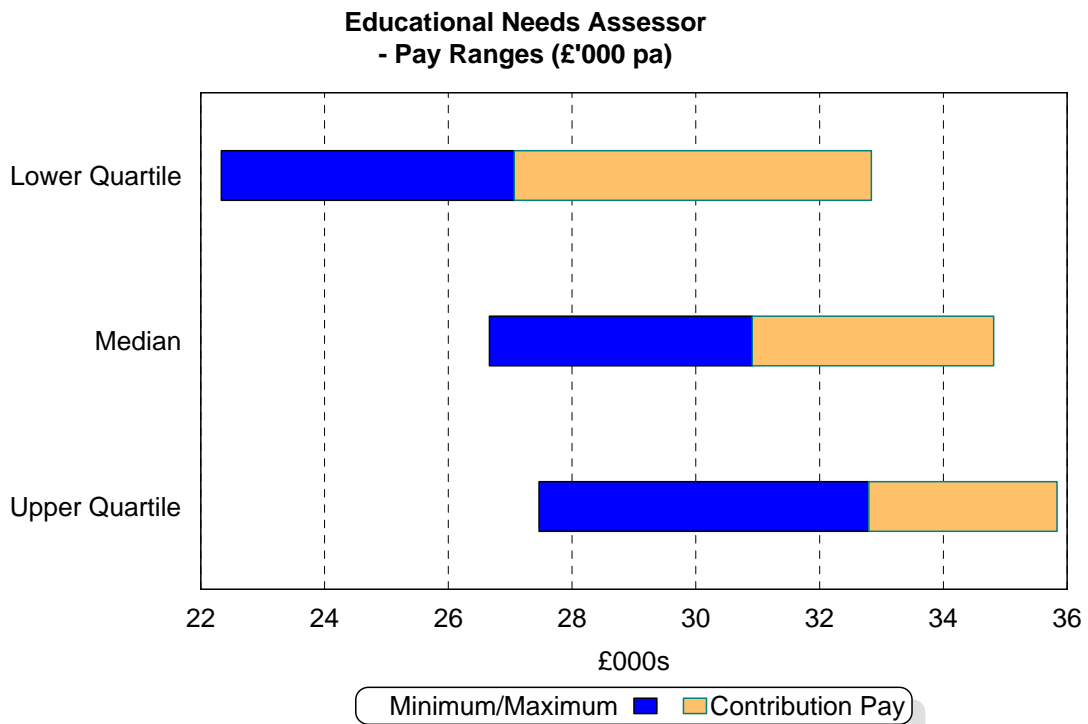
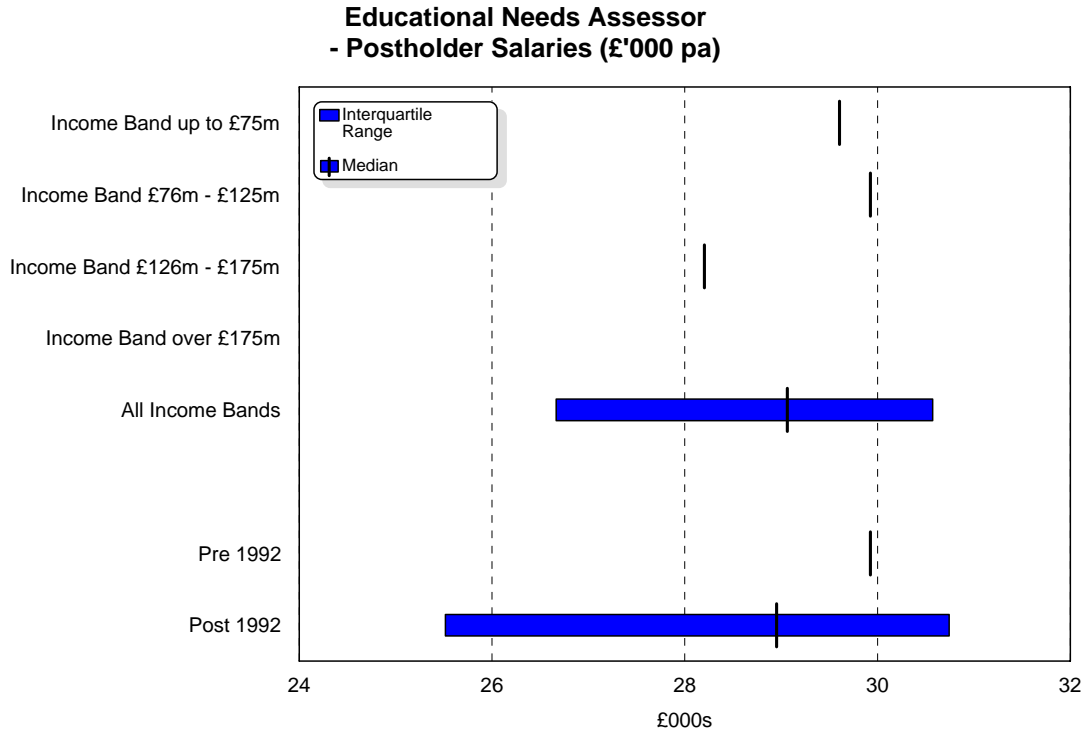
Hill McGlynn

The Hill McGlynn Salary Survey for 2006 shows similar typical salaries for Building Surveyors.

Region	Associate (15 + years' experience)		Surveyor (10 years' experience)		Surveyor (Graduate – up to 10 years' experience)	
	Range £ pa	Typical	Range £ pa	Typical	Range £ pa	Typical
North	£30,000-38,000	£36,000	£23,000-28,000	£26,000	£16,000-24,000	£20,000
North East	£30,000-38,000	£35,000	£23,000-28,000	£26,000	£17,000-24,000	£21,500
North West	£32,000-38,000	£36,000	£23,000-29,000	£28,000	£18,000-25,000	£22,000
Midlands	£33,000-40,000	£38,000	£25,000-35,000	£31,000	£17,000-26,000	£24,000
London	£42,000-55,000	£48,000	£35,000-47,000	£41,000	£20,000-38,000	£26,000
South & South East	£35,000-45,000	£41,000	£35,000-40,000	£35,000	£19,000-28,000	£25,000
South West	£33,000-45,000	£40,000	£28,000-40,000	£34,000	£18,000-26,000	£24,000

Educational Needs Assessor & Disability Support Posts

Educational Needs Assessor



ECC Survey Data

HEI Annual Income Analysis £					
Educational Needs Assessor	LQ	Median	Average	UQ	Count
Income Band up to £75m	...	29,606	30,188	...	8
Income Band £76m - £125m	...	29,926	28,621	...	9
Income Band £126m - £175m	...	28,204	27,598	...	7
Income Band over £175m	3
All Income Bands	26,666	29,064	29,014	30,571	27

HEI Type Analysis £					
Educational Needs Assessor	LQ	Median	Average	UQ	Count
Pre 1992	...	29,926	29,324	...	9
Post 1992	25,517	28,954	28,858	30,742	18

Summary Analysis of Salary Ranges £					
Educational Needs Assessor	LQ	Median	Average	UQ	Count
Normal Range Minimum Salary	22,332	26,666	25,583	27,466	23
Normal Range Maximum Salary	27,066	30,913	30,390	32,796	23
Contribution Pay Maximum	32,837	34,813	34,427	35,837	12

The survey shows the inter-quartile range of salaries paid to individual post holders is fairly narrow, from £26,666 to £30,571, while the median salary is £29,064.

The small sample size makes it difficult to analyse the data for differences according to the size and type of HEI.

The data on the pay ranges shows the median normal pay range is from £26,666 to £30,913, with a median contribution pay maximum of £34,813.

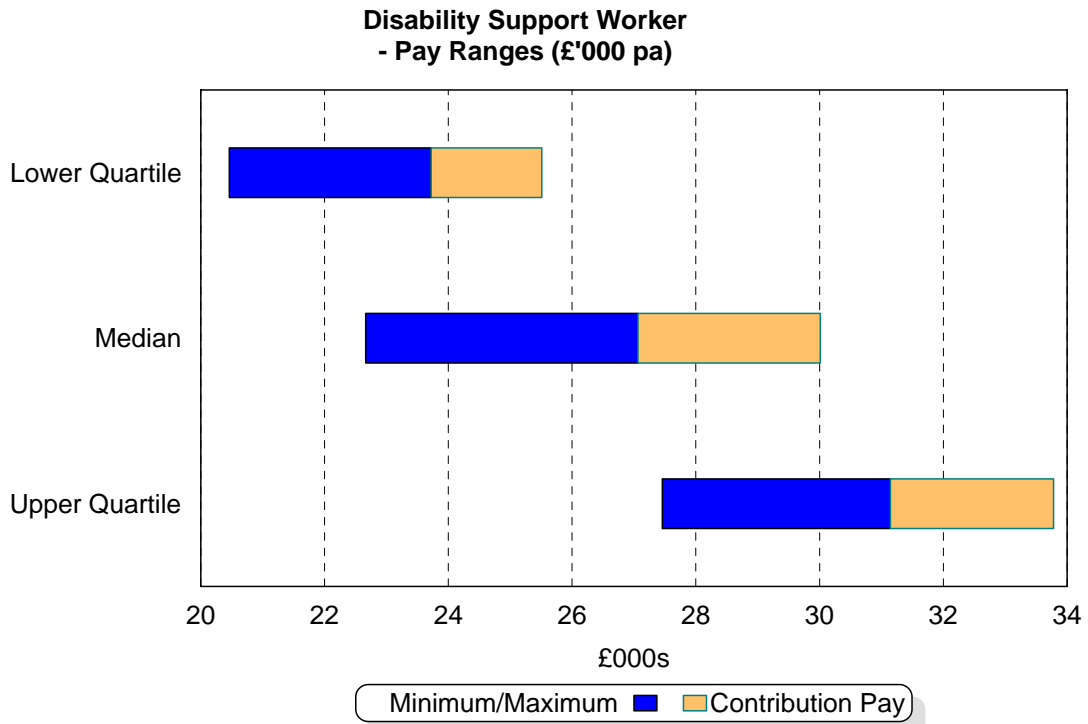
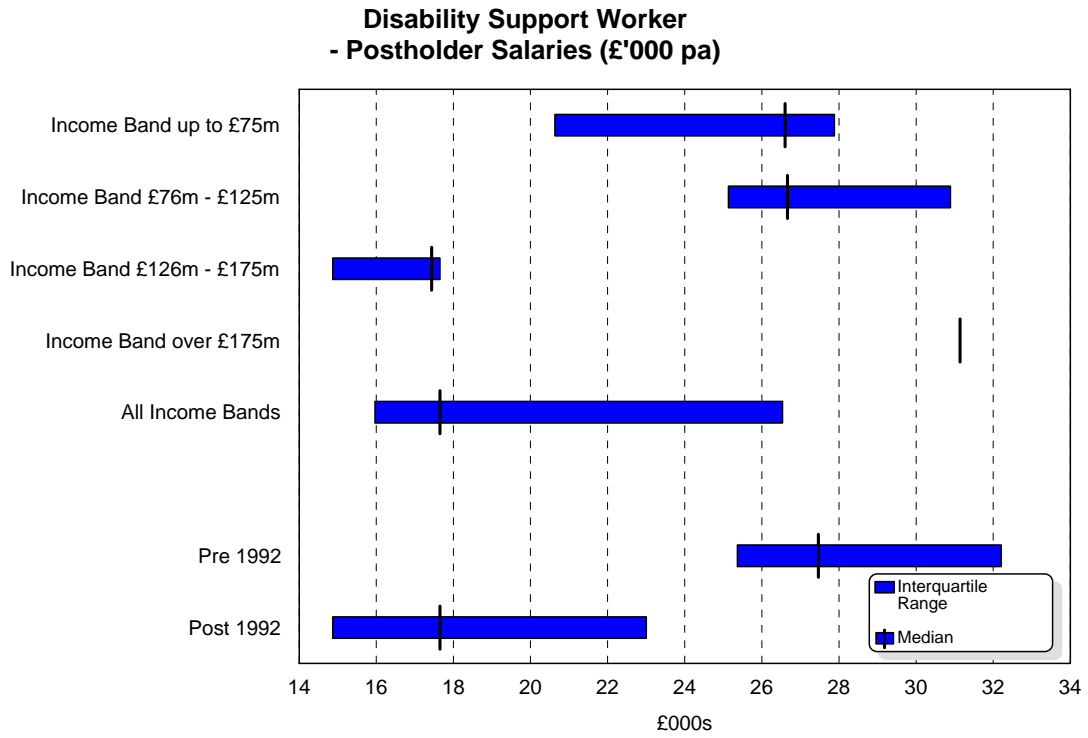
The most common number of contracted hours is 37 hours a week (11 HEIs).

None of the participating HEI reports paying a market premium or having retention problems for this post, while one HEI has recruitment problems.

ECC Survey Job Description for Educational Needs Assessor

Level	<ul style="list-style-type: none"> • Reports to Assessment Manager or Head of Student Support Services.
Experience	<ul style="list-style-type: none"> • Experience of working with people with disabilities or those with special needs, preferably in a university/college of higher education.
Qualifications	<ul style="list-style-type: none"> • A first degree or equivalent.
Role	<ul style="list-style-type: none"> • Undertakes and/or arranges the assessment of educational support needs of students and provides advice, information and support to them. • Conducts and documents assessments of educational support needs in appropriate cases. • Provides needs assessment reports to relevant parties including funding agencies, clients and other institutions. • Administers and reviews arrangements for the assessment of educational support needs of applicants and students including setting up demonstrations of assistive technology as required. • Assists in developing and delivery of training to staff on matters related to disability/special need. • Advises on current developments in assistive technology and hardware appropriate to students and to train and support students and others in the use of that technology. • Contributes, as appropriate, to the recruitment, organisation and supervision of support workers and personal helpers. • Liaises with other HEI staff ,including school co-ordinators, to ensure effective arrangements are in place to support students with disabilities and/or special needs. • Provides practical and personal support to students with disabilities and/or special needs.

Disability Support/Learning Support Worker



ECC Survey Data

HEI Annual Income Analysis £					
Disability Support Worker	LQ	Median	Average	UQ	Posts
Income Band up to £75m	20,631	26,602	24,876	27,883	22
Income Band £76m - £125m	25,135	26,666	27,585	30,889	17
Income Band £126m - £175m	14,869	17,437	17,508	17,651	94
Income Band over £175m	...	31,140	28,950	...	8
All Income Bands	15,964	17,651	20,522	26,537	141

HEI Type Analysis £					
Disability Support Worker	LQ	Median	Average	UQ	Posts
Pre 1992	25,365	27,466	28,218	32,208	19
Post 1992	14,869	17,651	19,323	23,002	122

Summary Analysis of Salary Ranges £					
Disability Support Worker	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	20,463	22,667	23,070	27,458	32
Normal Range Maximum Salary	23,723	27,066	26,857	31,145	32
Contribution Pay Maximum	25,512	30,012	29,078	33,779	23

The survey shows the inter-quartile range of salaries paid to individual post holders is very wide at £15,964 to £26,537, and the median salary is towards the lower end of this range at £17,651.

The data suggests salary levels are considerably higher in the largest HEIs and in pre 1992 HEIs.

The data on the pay ranges shows the median normal pay range is from £22,667 to £27,066, with a median contribution pay maximum of £30,012.

Our analysis suggests that although survey participants rated posts as matching the sample job description, there are a small number of apparently larger, more senior Disability Support Co-ordinator/Advisor roles that have been included in this category and this may have extended the range of salaries paid.

We identified a total of 13 Disability Support Co-ordinator/Advisor roles and these have a much higher median salary of £30,913. The following table shows the impact of analysing these roles separately.

Further Analysis of Disability Support Role £					
	LQ	Median	Average	UQ	Count
Disability Support Co-ordinator/Advisor	26,666	30,913	30,360	32,268	13
Disability Support Worker (excluding Co-ordinator/Advisor)	14,869	17,651	19,523	23,002	128

The most common number of contracted hours for a full-time post is 37 hours (14 HEIs) or 35 hours (8 HEIs). One HEI said most of its staff were hourly paid.

One of the HEIs participating in the survey reports paying a market premium and having retention problems for this post. None report having any recruitment problems.

ECC Survey Job Description for Disability/Learning Support Worker

Level	<ul style="list-style-type: none"> • Reports to Head of Student Support.
Experience	<ul style="list-style-type: none"> • Experience in HE or similar environment. • Working knowledge of current student support issues, particularly with reference to disabled students.
Qualifications	<ul style="list-style-type: none"> • Good general education, literate, numerate and able to use IT.
Role	<ul style="list-style-type: none"> • Provides advice, information and practical support to students and applicants with disabilities and special needs. • Provides assistance to students to enable them to access their course of study and services - by carrying out the role in a sensitive and professional manner, and ensuring that confidentiality is maintained. • Accompanies students on activities relating to their studies (e.g. field trips, placements) as appropriate. • Positively promotes the needs of students with disabilities or special needs to members of staff within the HEI, where appropriate. • Helps to assess the needs of students. • Liaises with external agencies to support the provision of resources and assistance to students with disabilities and special needs. • Liaises with other HEI staff, including school co-ordinators, to ensure effective arrangements for students with disabilities and special needs are in place.

Benchmark Pay Data

These posts are difficult to benchmark and most of the data quoted below relates to roles that are broadly rather than directly comparable roles in that these roles require similar levels of skills and experience.

Occupational Therapists & Rehabilitation Workers

The role of Occupational Therapist is a possible benchmark. The 2007 ASHE data shows median gross earnings (excluding overtime) of £26,476 and an inter-quartile earnings range of £22,107 to £31,878.

Occupational Therapists in the NHS are in pay band 5, with a current pay range of £19,683 to £25,424. There are also Occupational Therapy Technicians, who plan and provide programmes of therapeutic activities tailored to groups within a framework laid down by an Occupational Therapist, in pay band 4 with a salary range of £16,853 to £20,261.

The NHS also employs Clinical Support Worker and Higher Level Clinical Support Workers in Occupational Therapy to carry out duties delegated by Occupational Therapists. These roles are in pay bands 2 (£12,577 to £15,523) and 3 (£14,437 to £17,257) respectively.

The role of Rehabilitation Worker (Sensory Impairment) develops and provides services for people with a sensory impairment and develops plans for clients to maximise their independence. This role is in pay band 5, with a pay range of £19,683 to £25,424.

Support Workers

Local authorities also employ Occupational Therapists, and the Local Government Pay & Workforce Strategy Survey 2006 shows 41.5% of local authorities have difficulties in recruiting Occupational Therapists and 26.6% have problems retaining them. Some 16.9% of local authorities in England offer a market supplement for these posts (based on a sample size of 126 councils).

Our monitoring of job advertisements in local government suggests there are a range of broadly similar community support worker roles with salaries ranging from £15,000 up to around £22,500. There are also examples of lower level escort/driver roles with salaries ranging from £11,500 up to around £14,000.

The IDS Local Government Pay Benchmarking Survey found median hourly pay rates for support worker roles ranged from £8.11 to £9.19, equivalent to salaries of £15,646 to £17,729, based on a 37-hour week.

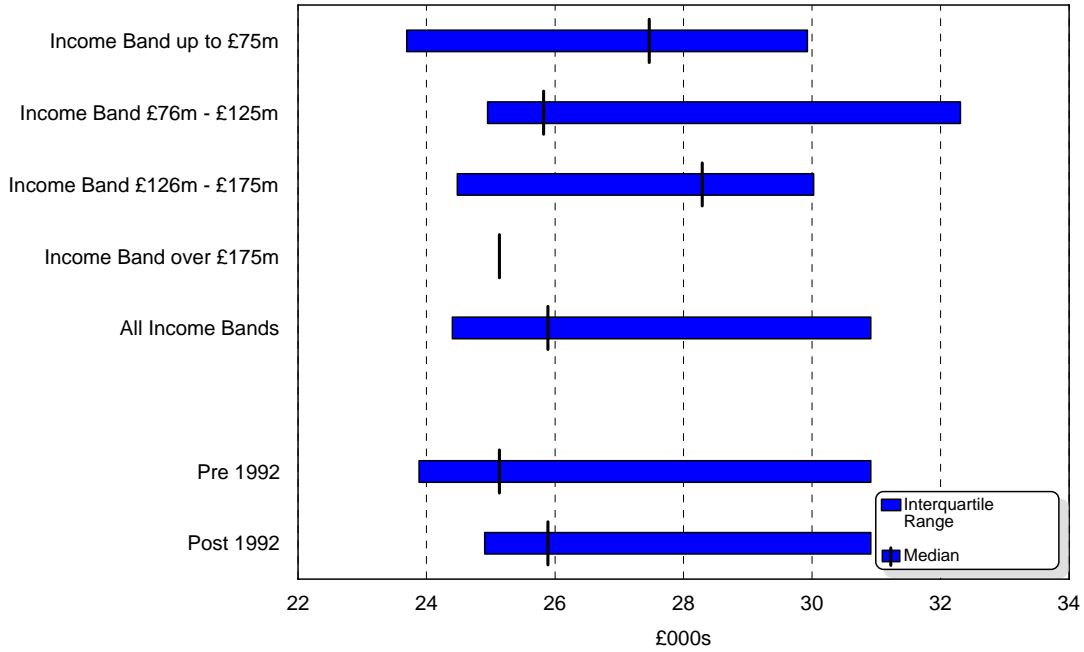
Teaching Assistants

There are also some similarities with the role of Teaching Assistant who provide learning support assistance and support students with special needs.

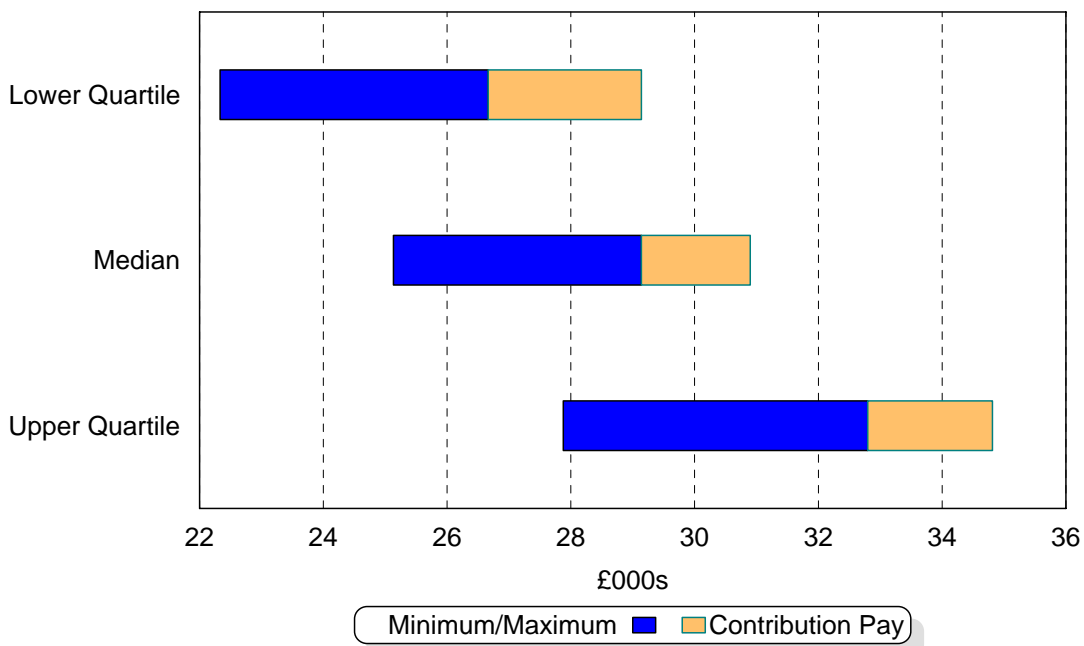
The IDS Local Government Pay Benchmarking Survey found median salaries for teaching assistants ranged from £12,015 to £15,825, with median salaries of £18,186 to £20,235 for higher level teaching assistants.

Learning Technologist

**Learning Technologist
- Postholder Salaries (£'000 pa)**



**Learning Technologist
- Pay Ranges (£'000 pa)**



HEI Annual Income Analysis £					
Learning Technologist	LQ	Median	Average	UQ	Posts
Income Band up to £75m	23,692	27,466	27,549	29,927	17
Income Band £76m - £125m	24,951	25,822	27,493	32,309	28
Income Band £126m - £175m	24,479	28,289	27,492	30,026	19
Income Band over £175m	...	25,134	27,513	...	5
All Income Bands	24,403	25,889	27,508	30,913	69

HEI Type Analysis £					
Learning Technologist	LQ	Median	Average	UQ	Posts
Pre 1992	23,883	25,134	27,518	30,913	13
Post 1992	24,906	25,889	27,505	30,913	56

Summary Analysis of Salary Ranges £					
Learning Technologist	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	22,332	25,134	25,591	27,878	31
Normal Range Maximum Salary	26,666	29,139	30,346	32,796	31
Contribution Pay Maximum	29,139	30,900	32,161	34,813	19

The survey shows the inter-quartile range of salaries paid to individual Learning Technologists is from £24,403 to £30,913, and the median salary is £25,889.

The size of the sample means it is difficult to analyse the relationship between salary levels and the size and type of HEI.

The data on the pay ranges shows the median normal pay range is from £25,134 to £29,139, with a median contribution pay maximum of £30,900.

The most common number of contracted hours for a full-time post is 37 hours (15 HEIs) or 35 hours (8 HEIs).

Two of the HEIs participating in the survey report paying a market premium. Four HEIs (nearly 13%) report having recruitment problems and one retention problems for Learning Technologists.

ECC Survey Job Description for Learning Technologist

Level	<ul style="list-style-type: none"> • Reports to Head of School Support Services or Head of Academic Development or Head of Learning Resources or Technical Manager.
Experience	<ul style="list-style-type: none"> • Employment in a further or higher education environment in either a teaching or staff training and support role. • Experience of providing IT hardware and software support and working with learning technologies, particularly Virtual Learning Environment and web-based.
Qualifications	<ul style="list-style-type: none"> • Degree or equivalent level professional qualification and specialist IT skills.
Role	<ul style="list-style-type: none"> • Develops, supports and promotes resources and techniques for technology-based teaching, learning and assessment. • Co-ordinates and supports the development and implementation of e-learning initiatives. • Helps staff to develop their skill in the use of the virtual learning environment and associated technologies for flexible, web-enhanced course delivery, by training and promotion. • Assists academic and administrative staff with hardware and software issues relating to on-line course delivery. • Contributes to the development and implementation of the learning and technology strategy and promotes the appropriate application of technology-based teaching, learning and assessment, both internally and externally, as requested. • Works closely with colleagues in academic faculties and support departments to develop new technology-based teaching and learning materials and techniques and supports them in the conversion of existing materials and tools to work within the virtual learning environment. • Liaises with colleagues in technical support teams to ensure that user requirements are fully understood and supported by them. (Users will include both staff and students.)

Benchmark Pay Data

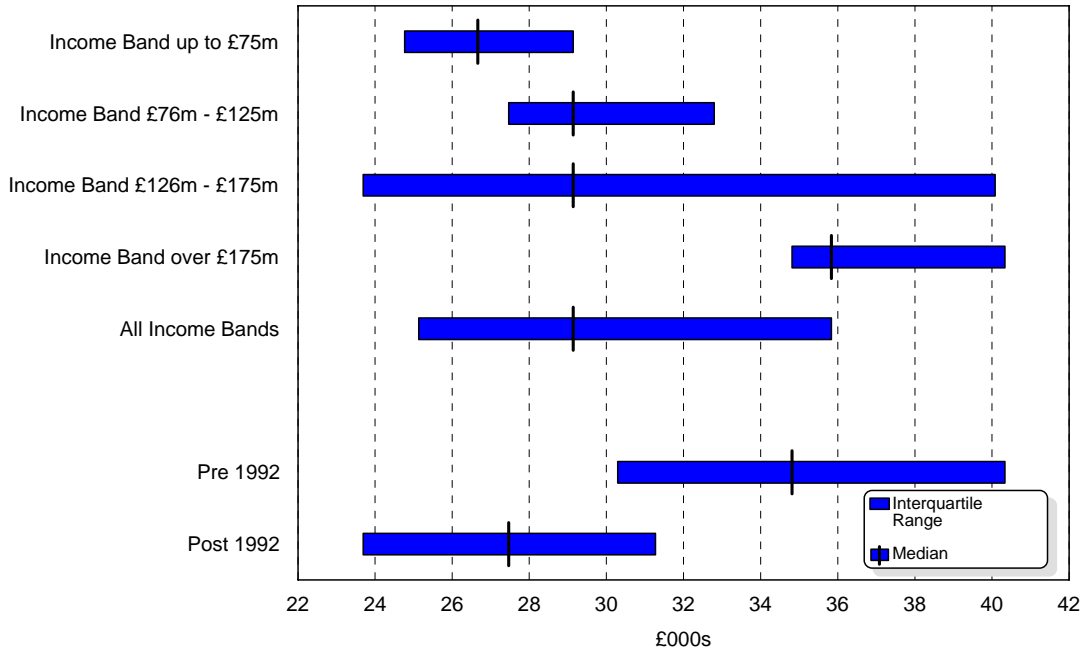
This is a specialist role and it is not easy to identify comparable roles within other sectors.

In recent years there have been a number of funding initiatives designed to support the design, piloting, implementation and evaluation of e-learning and technology based programmes in higher education, further education and schools and these have increased the demand for staff with these skills.

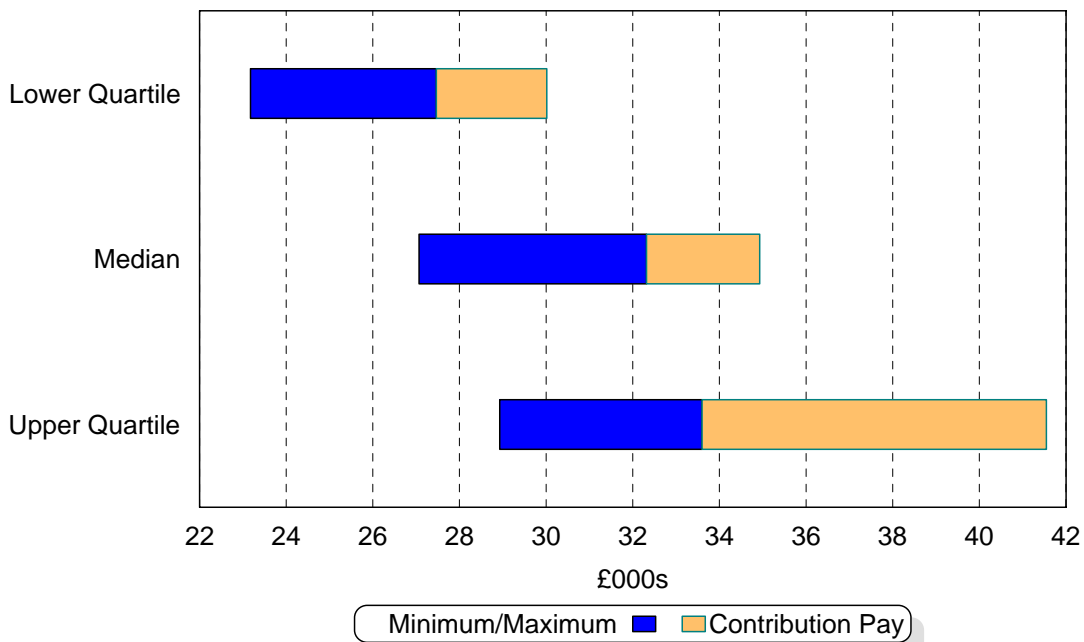
Our monitoring of advertised jobs suggests a great deal of recruitment activity among HEIs.

Academic Subject Librarian

**Academic Subject Librarian
- Postholder Salaries (£'000 pa)**



**Academic Subject Librarian
- Pay Ranges (£'000 pa)**



HEI Annual Income Analysis £					
Academic Subject Librarian	LQ	Median	Average	UQ	Posts
Income Band up to £75m	24,769	26,666	27,366	29,139	59
Income Band £76m - £125m	27,466	29,139	31,115	32,796	59
Income Band £126m - £175m	23,692	29,139	30,316	40,082	86
Income Band over £175m	34,813	35,837	37,042	40,335	25
All Income Bands	25,134	29,139	30,496	35,837	229

HEI Type Analysis £					
Academic Subject Librarian	LQ	Median	Average	UQ	Posts
Pre 1992	30,291	34,813	34,572	40,335	74
Post 1992	23,692	27,466	28,550	31,273	155

Summary Analysis of Salary Ranges £					
Academic Subject Librarian	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	23,175	27,066	26,587	28,927	34
Normal Range Maximum Salary	27,466	32,318	31,799	33,596	34
Contribution Pay Maximum	30,012	34,930	34,927	41,545	23

The survey shows the inter-quartile range of salaries paid to individual post holders is quite wide, from £25,134 to £35,837, and the median salary is £29,139.

Salary levels are higher in larger HEIs and in pre 1992 HEIs.

The data on the pay ranges shows the median normal pay range is from £27,066 to £32,318, with a median contribution pay maximum of £34,930.

The most common number of contracted hours for a full-time post is 37 hours (16 HEIs) or 35 hours (7 HEIs).

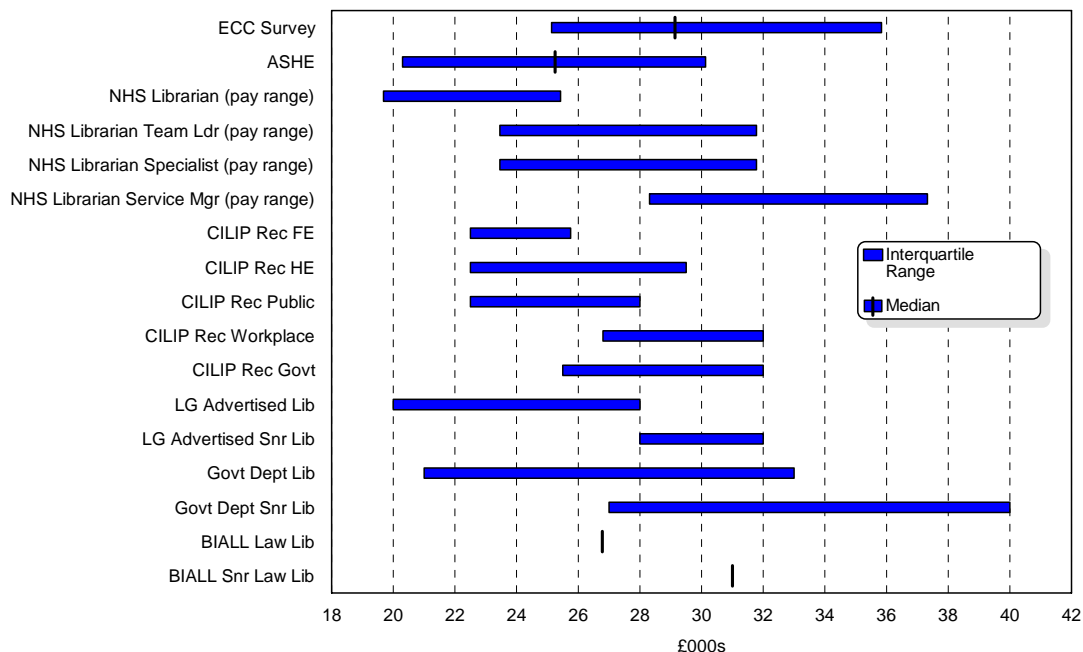
None of the HEIs participating in the survey report paying a market premium or having recruitment or retention problems for Academic Subject Librarians.

ECC Survey Job Description for Academic Subject Librarian

Level	<ul style="list-style-type: none"> • Reports to Subject Team Leader/Manager or Academic Services Manager or Head of Library Services or Head of Academic Information Services. • May line manage subject library assistant(s).
Experience	<ul style="list-style-type: none"> • Experience of academic library work or working in relevant special libraries and using electronic library resources.
Qualifications	<ul style="list-style-type: none"> • Professional qualification in Librarianship / Information Science. MCLIP or equivalent. • Degree in relevant subject generally an advantage.
Role	<ul style="list-style-type: none"> • Provides and develops information services and library collections to support the teaching, learning, research and consultancy activities of specified subject groupings. • Maintains and develops information resources and trains others in their use. • Prepares and provides printed and electronic publications, teaching materials and guides to support library user needs. • Manages appropriate budgets. • Advises academic colleagues on the development of resources and makes recommendations on stock/resource acquisition and disposal. • Advises on storage and retention matters. • Provides support and assistance to library users, enabling them to access information and resources. • Participates in the wider management of the Library through appropriate working parties, project teams, subject team meetings. • Keeps up to date with relevant professional and subject developments and developments in higher education. • Establishes and maintains contacts with relevant organisations outside the University.

Benchmark Pay Data

Academic Subject Librarian - Benchmark Salaries (£'000 pa)



The salaries paid to Academic Subject Librarians appear competitive with the salaries generally paid to librarians. The only higher salaries on offer are found towards the upper end of the pay range for NHS Librarian Service Managers and the upper end of the pay range for Senior Librarians in the Civil Service.

ASHE

The Annual Survey of Hours and Earnings (ASHE) for April 2007 includes the following earnings data for Librarians:

Gross Annual Earnings (excluding overtime) for Full Time Employees (£pa)

	Lower Quartile £	Median £	Average £	Upper Quartile £
Librarians	20,298	25,251	26,169	30,131

Source: ASHE

NHS

The national job profiles within the NHS include the following Information Services posts, and we have also provided details of the appropriate pay bands and current salary ranges.

Post	Pay Band	1 November 2007 Pay ranges
Librarian	5	£19,683 - £25,424
Librarian Team Leader	6	£23,458 - £31,779
Librarian Specialist	6	£23,458 - £31,779
Librarian Service Manager	7	£28,313- £37,326

The job outlines for these NHS job profiles are as follows:

Librarian – assists in the delivery of full range of services within the library and information service; provides professional assistance and support to the library site/service manager; takes specific responsibility for discrete areas of the service e.g. collection management, information skills training, enquiry services, website development, electronic resources, cataloguing and classification of resources, current awareness of services;

Librarian Team Leader – may manage branch library within multi-site library and knowledge service; may lead the management and development of a library and information service at a single site organisation; leads a team of library staff; develops proactive library and knowledge services to support the needs and policy objectives of employing organisation; markets and promotes the service, its products and services to existing and potential users;

Librarian Specialist – develops and manages a specialist division of a library information service e.g. outreach training programme, support to clinical teams, web/electronic information development, library management system; promotes and markets the specialist service to existing and potential users; advises and trains on specialist area;

Librarian Service Manager – manages the operational and strategic development of a large or multi-site library or knowledge and information service and resources; provides a service to staff and students and to stakeholders from healthcare and education, to support the delivery of care, promote the service to users; designs and maintains collaborative networks to support service delivery.

Chartered Institute of Library and Information Professionals

The Chartered Institute of Library and Information Professionals (CILIP) recommends that posts requiring the employment of a Chartered Librarian should be graded to provide a salary of no less than £22,500.

The CILIP produces salary guidelines for librarians working in government, law firms, schools, public libraries, further and higher education, companies and the NHS. The table below summarises the recommended salary guidelines at May 2007, which do not take account of special allowances such as London weighting or other benefits. Further details are available on the CILIP website www.cilip.org.uk

CILIP Recommended Salary Levels by Sector (£)

Sector	Newly qualified librarian 0-2 years	Chartered Librarian
Further Education	18,500 - 21,630	22,500 - 25,750
Higher Education	18,500 - 22,500	22,500 - 29,500
Public Librarians	18,500 - 22,500	22,500 - 28,000
School Libraries	20,600 - 22,500	22,500 - 26,800
Workplace: Commercial	23,700 - 26,800	26,800 - 32,000 Solo Worker:25,750+
Workplace: Not for profit	18,500 - 20,600	22,500 - 27,000 Solo Worker: 25,000+
Government	18,500 - 22,500	25,500 - 32,000
NHS	18,500 - 22,500	22,500 - 30,900
Legal	22,500 - 25,750	25,750 - 32,000

*Chartered librarians are often solo workers and therefore Head of Service in schools. Salaries can increase depending on managerial role, experience and sector worked in.

With the exception of the commercial and legal sectors, there is relatively little difference in the recommended salary levels between the different sectors.

Law Librarians

The British and Irish Association of Law Librarians produces an annual salary survey of law librarians and information specialists working for law firms, government departments, professional bodies and academic organisations. This shows a median salary, at June 2007, of £26,780 for Law Librarians/Information Officers and £31,000 for Senior Law Librarians/Information Officers. Further details can be found at www.biall.org.uk

Local Government

The Local Government Pay & Workforce Strategy Survey 2006 shows 18.1% of local authorities have difficulties in recruiting librarians working in public libraries while only 3.2% have problems recruiting school librarians.

Retention problems are less serious with 8.5% of councils having problems retaining public librarians and none having problems retaining school librarians. Only 1.3% of local authorities offer a market supplement for public librarians or school librarians (based on a sample size of 77 councils). London boroughs are most likely to report paying a supplement (some 6.7% pay a supplement).

Our monitoring of job advertisements within local government suggests the salaries advertised for librarians fall within a range of around £20,000 to £28,000 and for senior librarians they are around £28,000 up to £32,000.

Government Departments & Agencies

The salaries paid to librarians employed by Government departments and agencies generally fall within the following ranges:

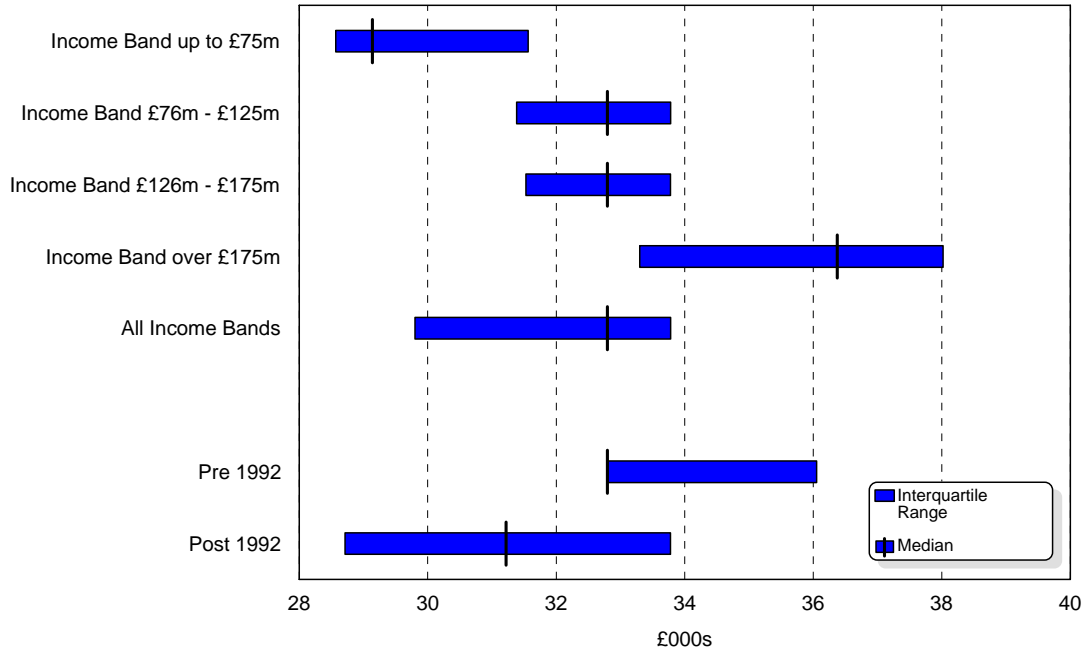
- Assistant librarian: £18,000 to £28,000
- Librarian: £21,000 to £33,000
- Senior librarian: £27,000 to over £40,000.

The former Department of Trade & Industry pays a special pay enhancement of £6,218 a year for librarians on its pay ranges 5 to 11.

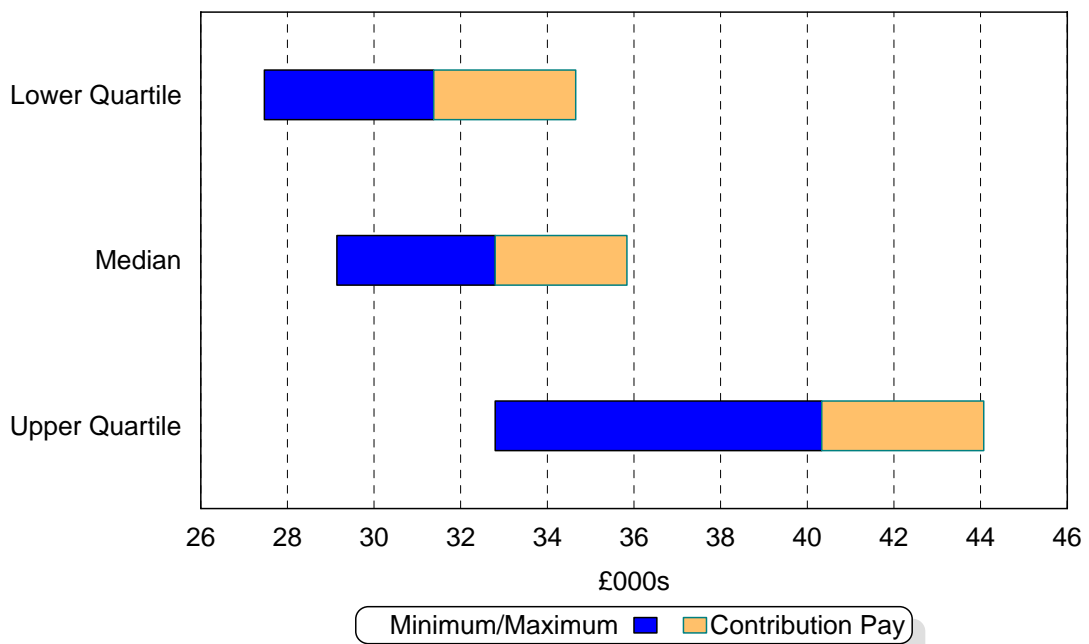
The Croner Civil Service Rewards Survey for 2007 shows a median basic salary of £24,592 for Executive Officer Library/Information Services roles, based on a sample of 46 jobs in 10 organisations.

Counsellor

**Counsellor
- Postholder Salaries (£'000 pa)**



**Counsellor
- Pay Ranges (£'000 pa)**



ECC Survey Data

HEI Annual Income Analysis £					
Counsellor	LQ	Median	Average	UQ	Posts
Income Band up to £75m	28,570	29,139	31,874	31,562	28
Income Band £76m - £125m	31,382	32,796	32,527	33,780	28
Income Band £126m - £175m	31,528	32,796	33,504	33,779	33
Income Band over £175m	33,300	36,374	36,173	38,019	10
All Income Bands	29,800	32,796	33,036	33,780	99

HEI Type Analysis £					
Counsellor	LQ	Median	Average	UQ	Posts
Pre 1992	32,796	32,796	34,259	36,052	37
Post 1992	28,712	31,221	32,306	33,779	62

Summary Analysis of Salary Ranges £					
Counsellor	LQ	Median	Average	UQ	HEIs
Normal Range Minimum Salary	27,466	29,139	29,688	32,796	35
Normal Range Maximum Salary	31,377	32,796	34,826	40,335	35
Contribution Pay Maximum	34,656	35,837	38,275	44,074	24

The survey shows the inter-quartile range of salaries paid to individual post holders is quite narrow at £29,800 to £33,780, and the median salary is towards the top end of this range at £32,796.

The data suggests salary levels are higher in larger HEIs and in pre 1992 HEIs.

The data on the pay ranges shows the median normal pay range is from £29,139 to £32,796, with a median contribution pay maximum of £35,837.

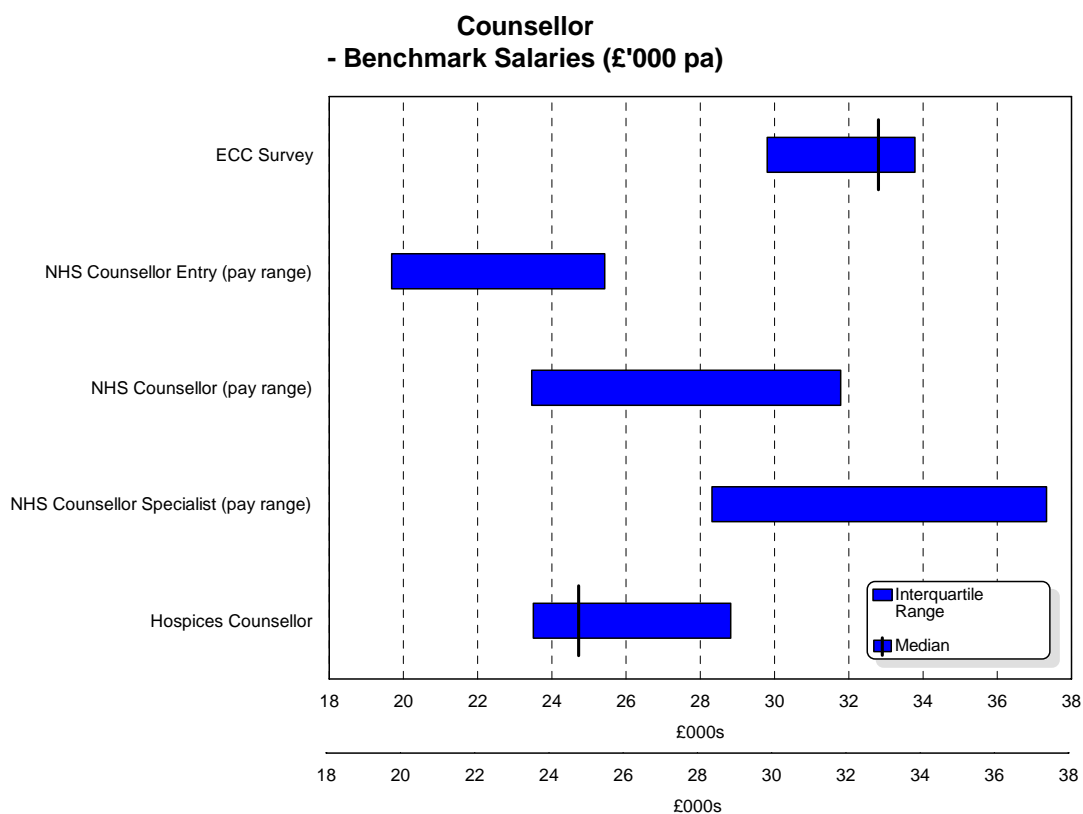
The most common number of contracted hours for a full-time post is 37 hours (15 HEIs) or 35 hours (10 hours).

Two of the HEIs participating in the survey report paying a market premium but none report having recruitment or retention problems for Counsellors.

ECC Survey Job Description for Counsellor

Level	<ul style="list-style-type: none">• Reports to Head of Counselling Service or Director of Student Support Services.
Experience	<ul style="list-style-type: none">• Experience working as a counsellor in higher education and working with a range of clients.
Qualifications	<ul style="list-style-type: none">• First degree or equivalent.• Diploma in Counselling/Psychotherapy or equivalent.• May be working towards further professional qualifications, accreditation or registration.
Role	<ul style="list-style-type: none">• Provides a personal counselling service for students (and staff) of the University.• Provides ongoing counselling support and emergency support for students (and staff).• Carries out assessments such as risk and health assessments.• Maintains records and contributes to the administration, management and evaluation of service delivery.• Provides supervision and mentoring for internal counsellors and student counsellors.• Builds appropriate links with agencies outside the University which can contribute to the support and welfare of students.• Refers cases to health and other specialist services.• Arranges supervision and undertakes professional development as appropriate.• Contributes to the evaluation and development of counselling services. <p>NB: In some HEIs post holder roles may also provide counselling services to staff</p>

Benchmark Pay Data



The chart above shows that the salaries paid by HEIs in the ECC survey are competitive with those paid by the NHS and hospices.

NHS

The national job profiles within the NHS indicate the following pay bands for Counsellors.

Post	Pay Band	1 November 2007 Pay ranges
Counsellor Entry Level	5	£19,683 - £25,424
Counsellor	6	£23,458 - £31,779
Counsellor Specialist	7	£28,313 - £37,326

Counsellor Entry Level – provides counselling directly to patients/clients; manages a caseload and maintains patient/client records, working towards registration with relevant professional body;

Counsellor – assesses and provides counselling to patients/clients, manages a case load and maintains patient/client records, may work in a particular field e.g. oncology, psychiatry;

Counsellor Specialist – provides specialist counselling to patients/ clients e.g. post traumatic stress, conflict, resolution; manages a specialist case load and maintains patient/ client records; provides professional/clinical supervision to or acts as professional lead for pre-registration counsellors, trainees, students; may coordinate team of counsellors; may coordinate training; may undertake research;

There are also more senior NHS roles providing expert counselling or managing services.

Counsellor Consultants provide counselling to patients/clients in an expert area of practice; act as clinical leads within areas of expertise; provide expert advice to other counsellors and professionals; provide professional/clinical supervision to pre-registration counsellors, trainees, students within areas of expertise; and undertake research.

Counsellor Professional Managers provide specialist counselling to patients/clients, manage part or all of the counselling service for an organisation, and manage staff as well as undertaking research.

These roles are in pay bands 8 (a) or 8 (b) or 8 (c), which pay £36,112 to £43,335, £42,064 to £52,002, or £50,616 to £62,402 respectively.

Hospices

Our survey of hospices in the first quarter of 2007 used the following job description for a Counsellor: assesses and provides counselling to patients/clients; requires knowledge of counselling techniques and procedures acquired via professional diploma, accreditation, supervision or further training. The data from 24 hospices showed the following salary levels:

Lower Quartile	Median	Average	Upper Quartile
£23,502	£24,720	£28,817	£26,022

Source: Capita Health Service Partners Hospice Care Pay 2007

Organisational Data

Profile of Respondents

A detailed profile of the 42 HEIs responding to the survey is given below:

Type of HEI	Number	% of Sample Respondents
Pre-1992 university	15	35.7%
Post-1992 university	21	50.0%
College of Higher Education	6	14.3%
Total number of organisations	42	100.0%

Three HEIs belong to the 'Russell' Group of universities, with a further five being part of the '1994' Group. A geographical breakdown of the survey participants is shown below:

Country	Number	% of Sample Respondents
England	35	83.3%
Scotland	4	9.5%
Wales	3	7.1%
Total number of organisations	42	100.0%

Geographical Area	Number	% of Sample Respondents
London	7	16.7%
South West	6	14.3%
Yorkshire and the Humber	6	14.3%
North West	4	9.5%
Scotland	4	9.5%
South East	4	9.5%
Wales	3	7.1%
North East	3	7.1%
Eastern	3	7.1%
West Midlands	1	2.4%
East Midlands	1	2.4%

The data collected in the survey is analysed by type of HEI – although the sample of Colleges of Higher Education is too small for us to report this data separately.

HEI Size

We allocated respondents to one of the following size categories based on the income bandings used by the ECC to determine its subscription levels. The table below also shows the distribution of ECC members by revenue for comparative purposes. The profile of survey participants shows there is a slight under-representation in the up to £75m income band HEIs compared to the profile for all ECC member institutions, and a slight over-representation in the £126m to £175m band.

HEI Revenue/Income	No. of Survey Respondents	%	ECC Members No.	%	Response Rate
Up to £75 million	17	40.5%	64	51.6%	26.6%
£76 million up to £125 million	10	23.8%	29	23.4%	34.5%
£126 million up to £175 million	11	26.2%	22	17.7%	50.0%
Over £175 million	4	9.5%	9	7.3%	44.4%
Total number of organisations	42	100%	124	100%	33.9%

Statistical Terms and Notes on Sources of Information

Statistical Terms

The following statistical terms are used in this report:

Lower Quartile	The value recorded which is one quarter (25%) away from the bottom when all the values are listed in order of magnitude
Median	The value recorded which is half (50%) away from the bottom/top when all the values are listed in order of magnitude
Upper Quartile	The value recorded which is one quarter (25%) away from the top when all the values are listed in order of magnitude
Average	Sum of the values recorded divided by the sample size
Sample size	The number of posts recorded with salary information for the specified analysis

The quartile range is only provided when there are 10 or more posts.

Occasionally a column or row may sum to just over 100%, which will be due to rounding errors unless stated otherwise.

ASHE

The Annual Survey of Hours & Earnings is based on earnings data drawn from a 1% random sample of Pay As You Earn (PAYE) employees provided by employers.

The sample sizes are generally large and the source is considered a useful indicator of pay levels for particular occupations, although there are some important limitations.

The data contained in this report relates to April 2007, as published in November 2007.

We have used data for occupations as identified by 4-digit SOC codes. In most cases this gives a reasonably tight definition of an occupation but there are some occupations (such as accountant) where the sample will include a wide range of posts, such as from newly qualified accountant to experienced accountant, and these individuals are paid very different salaries. With such occupations, there will usually be a significant difference between the lower and upper deciles (where these are provided) or lower and upper quartiles, and this greatly reduces the usefulness of the data. The appropriate commentary highlights such occupations.

The data for 4-digit occupations is only available at national level (and, from January 2008, at a regional level within England and for Scotland and Wales)¹. These are large geographical areas, which are likely to cover a number of different labour markets, and this may have the effect of averaging out or reducing differences between different locations. For example, the data for Scotland will include posts in areas such as Aberdeen, Edinburgh and Glasgow, where pay levels are likely to be higher, and areas such as Dumfries & Galloway where pay levels may be lower. Similarly, the South West of England will include Bristol and areas such as Devon or Cornwall.

The ASHE Results are available from the Office for National Statistics website.

¹ This data is available from the Office for National Statistics, although it is not published on the website.
Prepared by Capita, December 2007

Salary Surveys

Details of some of the salary surveys and sources of data quoted in this report are included below, and other sources are referenced in the text of the report. The following surveys and sources are considered reliable sources of pay data and those wanting further information may want to consider obtaining or purchasing these surveys. Organisations participating in surveys generally receive a discount.

AGR Graduate Recruitment Survey 2007- Winter Review

Produced by the Association of Graduate Recruiters

BIALL

The British & Irish Association of Law Librarians Salary Survey 2006/2007 is based on responses from 234 personal and institutional members and is correct at June 2007. The survey is free to BIALl members and costs £10 for non-members. Further details are available from jenny.withnall@osborneclarke.com

Capita Health Service Partners Hospice Care Pay Salary Survey

The survey results from 24 hospices were published in Hospice Care Pay Volume 11 Number 1, 2nd Quarter 2007 by Capita Health Service Partners.

CILIP

The Salary Guides produced by the Chartered Institute of Library & Information Professionals can be found on the CILIP website www.cilip.org.uk

Croner Civil Rewards July 2007

The survey of pay comparisons for Civil Service organisations includes data from two sources: data collected from 16 Civil Service organisations providing 934 job records representing over 100,000 staff, and data from the Croner Reward database with data from 526 organisations on 9,740 job records. The data is effective at May 2007. The survey is available from Croner Reward on 01785 813566 or www.croner-reward.co.uk

Croner Clerical and Operative Rewards 2007

The survey published by Croner Reward includes data collected on over 7,453 jobs provided by 663 companies between 1 July 2006 and 1 December 2006. The survey is available from Croner Reward on 01785 813566 or www.croner-reward.co.uk

Croner Management Rewards 2007

The survey published by Croner Reward includes data collected on over 14,000 jobs provided by 643 companies between 1 July 2006 and 1 January 2007. The survey is available from Croner Reward on 01785 813566 or www.croner-reward.co.uk

EEF Management & Professional Engineers' Pay Survey

The Engineering Employers' Federation survey data is correct at August 2006 and is based on a sample of 594 companies covering over 15,000 managers and engineers

Hays Salary Guides

The guides shows salary information for roles, generally displayed by sector and by region within each sector. The surveys can be accessed at www.hays.com. The following guides were used:

- **Hays Facilities Management Salary Guide 2006**
- **Hays Building Services Salary Guide 2007**
- **Hays Construction & Property Consultant Salary Guide 2007**

Hill McGlynn Salary Survey 2006

This is not a definitive guide to salaries in the construction industry but is intended as a guide and monitor for the recruitment and retention of staff and indicates average salaries. The survey can be downloaded from the company's website.

Incomes Data Services

IDS provides information and analysis on pay, conditions, pensions, employment law and personnel policy and practice.

IDS Pay Benchmark Service

The IDS Pay Benchmark service provides a check for pay levels for jobs in named organisations throughout the country. This can be found by region or by industrial sector. Data can also be summarised to get average salary levels. This is a subscriber service and can be accessed at: www.idspaybenchmark.co.uk.

IDS Local Government Pay Benchmarking Survey

The results of the IDS local government pay benchmarking survey are published in IDS Pay Report. The survey includes details of pay levels, recruitment and retention issues, and the strategies adopted by local authorities.

Local Government Pay & Workforce Strategy Survey 2006

The report was produced by Local Government Analysis & Research (LGAR) on behalf of the Improvement & Development Agency (IDeA), Local Government Employers (LGE) and Skills Plus. The report consists of a main report and more detailed annexes. Our report includes data on the numbers of local authorities offering market supplements and having problems in recruiting and retaining particular staff.

National Industry Agreements

The following national industry agreements were used in this report and details can generally be obtained by consulting the respective employer side and trade union websites:

- **Building & Allied Trades JIC**
- **Construction Industry JC**
- **Electrical Contracting JIB and Scottish JIB**
- **Plumbing Mechanical Engineering JIB (England & Wales)**
- **Plumbing Industry (Scotland & Northern Ireland)**

The RICS and Macdonald & Company Salary & Benefits Survey 2007

The survey is based on the responses of 4,841 UK and non UK surveying and property professionals and data is correct at December 2006/January 2007. The survey can be downloaded from www.macdonald.co.uk