

Preston Road Community Centre

Paying Staff Policy

Policy Statement

Preston Road Community Centre is committed to a pay policy which offers fair pay to attract and keep appropriately qualified staff to deliver services in line with the charity's mission and vision.

In determining pay for all staff, Preston Road Community Centre adhere to four principles on good pay:

- Transparency: being open about how pay is set
- Proportionality: being fair and consistent
- Performance: ensuring pay works both for the organisation and those for whom we provide services
- Recruitment and Retention: to attract and retain committed staff

Staff Salaries and Pay

Staff are paid in line with agreed pay set by trustees.

Preston Road Community Centre will always ensure that all posts meet the requirements of the National Minimum Wage, which is reviewed and amended where required in April each year and aspire to pay younger staff at the National Living Wage (NLW) rather than National Minimum Wage (NMW) where this is affordable and practicable.

Remuneration for Trustees

No trustees of the charity shall be paid for trustee work. They can receive expenses for journeys taken or costs incurred on behalf of the charity.

Remuneration on Trustee Agenda

One of the discussions will be held after the end of the third quarter, usually around January when the draft budget is available to allow conversation and discussion to determine the cost of living pay award and national minimum wage increase. This is to determine an award that will be implemented (if such an award is proposed) on 1st April.

Where roles are added or changed then the remuneration will be considered at that time.

Review of Policy

The appropriateness and relevance of the Pay Policy will be reviewed triennially.

Reviewed at the meeting: 26th Feb 2024

Review: by the end of Feb 2026