

Salary Scales and Conditions of Service | NICS



Members' Guide 2024 ~ 2026

Pay Scales

Non-Industrial Pay Scales

AA: Administrative Assistant

AO: Administrative Officer

EOI: Executive Officer I

EOII: Executive Officer II

SO: Staff Officer

DP: Deputy Principal

1 Aug 2025 to 31 March 2026

	AA	AO	EOII	EOI	SO
Max	25,796	28,094	31,097	34,231	38,990
2		27,271	30,777	33,886	38,341
1		26,449	30,458	33,542	37,694

1 Aug 2024

Max	24,336	26,504	29,337	32,293	36,783
2		25,727	29,035	31,968	36,171
1		24,952	28,734	31,643	35,560

1 Aug 2023

Max	23,177	25,732	28,483	31,352	35,712
2		24,978	28,189	31,037	35,117
1		24,225	27,897	30,721	34,524

1 Aug 2025 to 31 March 2026

	DP	Grade 7	Grade 6
Max	49,515	64,469	77,904
2	48,408	63,072	75,739
1	47,304	61,673	73,577

1 Aug 2024

Max	46,712	60,820	73,494
3	45,668	59,502	71,452
2	44,626	58,182	69,412
1	43,584	56,863	67,371

1 Aug 2023

Max	45,351	59,049	71,353
3	44,338	57,769	69,371
2	43,326	56,487	67,390
1	42,315	55,207	65,409

Pay Scales

Senior Civil Service Pay Scales for 1 August 2024 to 31 March 2026

	Pay Scale 1	Pay Scale 2	Pay Scale 3	Pay Scale 4
1 Aug 25	Assistant Secretary (Grade 5)	Deputy Secretary (Grade 3)	Permanent Secretary	Head of Civil Service
Max	97,070	123,946	163,267	220,804
5	95,309	121,769	159,907	216,176
4	93,551	119,590	156,548	211,547
3	91,788	117,414	153,188	206,918
2	90,030	115,236	149,829	202,288
1	88,268	113,060	146,469	197,659

Pay Scales

Senior Civil Service, Previous Scales

1 Aug 24	Pay Scale 1	Pay Scale 2	Pay Scale 3	Pay Scale 4
Max	91,575	116,930	154,025	208,306
6	89,914	114,876	150,856	203,940
5	88,256	112,821	147,687	199,573
4	86,592	110,768	144,517	195,206
3	84,934	108,713	141,348	190,838
2	83,272	106,660	138,178	186,471
1	81,614	104,605	135,008	182,104

1 Aug 23	Pay Scale 1	Pay Scale 2	Pay Scale 3	Pay Scale 4
Max	88,908	113,524	149,539	202,239
6	87,295	111,530	146,462	198,000
5	85,685	109,535	143,385	193,760
4	84,070	107,542	140,308	189,520
3	82,460	105,547	137,231	185,280
2	80,847	103,553	134,153	181,040
1	79,237	101,558	131,076	176,800

YJA Pay Scales

Retained Youth Justice Agency Pay scales for the period 1 August 2024 to 31 March 2026

Former YJA Scales: 1 April 2015 Pay Scale

YJA Retained Unit Manager

Max	43,853
5	42,957
4	42,053
3	41,140
2	40,217
1	39,267

YJA Retained Team Leader/Night Manager

Max	37,483
3	36,571
2	35,662
1	34,746

YJA Retained Locality Manager/Co-ordinator

Max	35,662
5	34,746
4	33,857
3	32,778
2	31,846
1	30,978

YJA Retained Practitioner

Max	32,778
5	31,846
4	30,978
3	30,178
2	29,558
1	28,746

**YJA Retained Family
Link Worker/RM**

Max	34,746
14	33,857
13	32,778
12	31,846
11	30,978
10	30,178
9	29,558
8	28,746
7	27,924
6	27,123
5	26,293
4	25,440
3	24,472
2	23,698
1	22,937

**YJA Retained Care
Worker - Qualified**

Max	34,746
12	33,857
11	32,778
10	31,846
9	30,978
8	30,178
7	29,558
6	28,746
5	27,924
4	27,123
3	26,293
2	25,440
1	24,472

**YJA Retained Care
Worker - Unqualified**

Max	29,558
9	28,746
8	27,924
7	27,123
6	26,293
5	25,440
4	24,472
3	23,698
2	22,937
1	22,212

Travel and Subsistence

Road

Mileage rates (per mile)	Up to 10,000 miles	Over 10,000 miles
All engine capacities	45.0p	25.0p

Motor cycle rate per mile	24.0p
Public Transport Rate (PTR)	25.7p
Passenger supplement	5.0p
Equipment allowance	2.0p
Pedal cycle allowance	20.0p

Day Subsistence - All Classes

Rate A 5 to 10 hours absence	Rate B More than 10 hours	Rate C Over 12 hours (and breakfast necessarily purchased)
Up to £6.50 ^(max)	Up to £10.00 ^(max)	Up to £16.50 ^(max)

Paid for up to 30 days when a meal has to be bought at greater cost than at a permanent station. Main meals taken on trains, boats etc reimbursed as follows:

5-10 hour absence: One main meal in lieu of Rate A.

Over 10 hours absence: One main meal plus Rate A, or two main meals in lieu of Rate B.

Note: Allowances are subject to production of receipts.

Night Subsistence

Central London (ie 5 miles from Charing Cross) and Republic of Ireland (RoI)	Receipted actuals for bed and breakfast up to a ceiling of £150 including VAT plus receipted actuals up to a maximum of £25 to cover lunch and dinner (Overnight Meal Allowance).
Elsewhere in Britain and Northern Ireland	Receipted actuals for bed and breakfast up to a ceiling of £100 including VAT plus receipted actuals up to a maximum of £25 to cover lunch and dinner (Overnight Meal Allowance).
Officers staying with friends or relatives (London, RoI and Elsewhere in GB and Northern Ireland)	£25 per night (liable to Tax and NIC, to be grossed up by Departments).

Paid for overnight absence of up to 24 hours for up to 30 nights. Discounted rate applies to approved hotel list. Undiscounted applies where staff have been unable to secure accommodation from the recommended list. All travel (for all classes) including trains, tubes and taxis is paid on an actuals basis, supported by receipts where feasible.

Personal Allowance

All Classes	
Payable only in conjunction with all complete periods of 24 hours for which night subsistence is payable	£5.00 (not taxable)

Residential Allowance

All Classes	
For officers attending residential training school for which boarding expenses are paid for by employer	£5.00 (not taxable)

Accommodation Allowance

(applies after night subsistence)

All Classes	
Central London and Republic of Ireland	£38.82
Elsewhere (inc Northern Ireland)	£31.00

Excess Fares Allowance

An alternative to normal removal entitlement. Payable normally for three years to meet the additional cost of travel to and from work following a compulsory transfer.

Overtime Payment

	Mon - Fri	Sat	Sun
Band 1 (EOI and below)	1.33 x T	1.33 x T +1/2 PTR Premium	2 x T
Band 2 (SO and above)	1 x T	1.5 x T	2 x T

Overtime Maximum Hourly Rates

Band 1: Hourly rate of max of EOI £17.72

Band 2: Hourly rate of max of Grade 7 £33.38

Weekend Premium: £33.38

The above rates in effect from 1 August 2025.

On Call and Standby

On-Call	Stand-By: Office
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Weekdays, evenings and nights, all grades.

£18.50	£ 30.00
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Saturdays, Sundays and privilege holidays, all grades.

£37.00	£50.00
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Public and Bank Holidays, all grades.

£46.36	£60.00
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The above rates in effect from 1 August 2025.

Leave

Annual Leave

New entrants.....25 days

Staff below Snr Civil Service with less than
5 years service.....25 days

Staff below Snr Civil Service after
5 years service.....30 days

Senior Civil Service.....30 days on entry

Special Leave: May be granted with official permission for such purposes as urgent domestic leave, work in the public interest, voluntary unpaid service, adoption, resettlement, etc.

Sick Absence: On full pay - up to 6 months in a 12 month period. On half pay - further 6 months, up to a total limit of 12 months sick absence in 4 years. In exceptional cases at pension rate of pay thereafter.

Maternity: You will be paid your full contractual rate of pay for the first 26 weeks of your maternity leave if:

- a. you satisfy the qualifying conditions for contractual maternity pay; and
- b. your expected week of childbirth begins on or after 6 April 2025.

Adoption: You will be paid your full contractual rate of pay for the first 26 weeks of your adoption leave if:

- a. you satisfy the qualifying conditions for contractual adoption pay; and
- b. for UK adoption or fostering for adoption, the expected date of placement is on or after 6 April 2025; or
- c. for adoption from overseas, the child's expected date of entry into Northern Ireland is on or after 6 April 2025; or

- d. for parental order parents, the expected week of childbirth begins on or after 6 April 2025.

Career Breaks: Unpaid leave for up to five years is available for domestic or other reasons.

Paid Facility Time: NIPSA members and accredited representatives are entitled to paid time off for certain trade union activities. Full details are contained in the NICS Handbook 'Trade Union Arrangements' chapter.

Superannuation

Civil servants on retiring receive the state pension (when they reach state pension age) and Occupational Pension Scheme benefits.

A new occupational pension scheme ('alpha') with a normal retirement age equivalent to state pension age was introduced with effect from 1st April 2015.

Some current civil servants did not join 'alpha' but remained in their existing schemes, e.g. scheme members who were within 10 years of their normal pension age (60 for 'classic', 'classic plus' and 'premium' schemes, 65 for 'nuvos' scheme) on 1st April 2012. More limited rights to remain in their existing schemes applied to those who on 1st April 2012 were between 46 years, 6 months and 50 (or in the 'nuvos' scheme were between 51 years, 6 months and 55), who could accrue some benefits in their existing schemes. All new entrants could join only the 'alpha' or 'partnership' (money purchase) schemes. Previously as from 30 July 2007 revised pension arrangements (the 'nuvos' scheme) based on 'whole career' earnings applied to new entrants. All civil servants already in post before then retained existing rights and benefits.

The pre-30 July 2007 schemes included: 'classic', a scheme which was available prior to October 2002; 'premium', which was introduced with effect from October 2002; 'classic plus', which retained past benefits in 'classic' and future benefits in 'premium'; and a stakeholder ('partnership') money purchase scheme. New entrants from October 2002 (to 30 July 2007) had the choice of the 'premium' or 'partnership' schemes only. Some of the terms of the four main schemes ('classic', 'premium', 'nuvos' and 'alpha') are as below.

Pension

Classic: Based on whichever 12 month period of the last three years service gives the highest pensionable pay. On retirement an officer receives an annual pension of $1/80$ of pensionable pay and a lump sum of $3/80$ s, both multiplied by

length of reckonable service. Service after 60 may reckon up to a total of 45 years.

Premium: Based on $1/60$ of pensionable pay. Lump sum not automatic but can be exchanged for some pension entitlement.

Nuvos: Based on pensionable earnings throughout career. 2.3% of pensionable earnings credited each year with additional index linked credits. Lump sum not automatic but can be exchanged for some pension entitlement.

Alpha: Based on career average earning with an accrual rate of 2.32% of pensionable earnings. Lump sum not automatic but can be exchanged for some pension entitlement.

III-Health Retirement

Classic: An officer with five years service may qualify for enhanced superannuation benefits for

retirement on medical grounds. No enhancement for those with less than five years service. Premium: Provides upper and lower tier pensions depending on severity of illness.

Nuvos: Provides upper and lower tier pensions depending on severity of illness.

Alpha: Benefits in line with those of 'nuvos' scheme.

Death Benefits

Classic: For death in service, two years pensionable pay to a nominated beneficiary. For death shortly after retirement a supplementary death benefit may be paid.

Premium: Three years pensionable pay to nominated beneficiaries (may be more than one).

Nuvos: Two years pensionable pay to nominated beneficiaries.

Alpha: Two years pensionable pay to nominated beneficiaries.

Widows/Widowers Pensions

Classic: Half the officer's pension paid if the officer dies in service or after retirement, leaving an eligible spouse. For three months the pension is equal to the officers full pension (if the officer dies after retirement and retired after 1 June 1972), or to pensionable pay (if the officer dies before retirement, when it may be extended to six months if there are dependent children).

Unmarried officers can have most of their contributions refunded when they retire.

Premium: Reckonable service doubled if in scheme more than 2 years before death in service, provided extra years not more than 10 years or further service up to pension age.

Nuvos: Surviving spouses/civil partners entitled to a pension for life (normally 3/8 of members pension but where members die in service, additional enhancement of up to 10 years service).

Alpha: Benefits in line with those of 'nuvos' scheme.

Childrens' Benefit

Classic: In the event of death in service, up to two children each receive one quarter of the officers pension; if there is no widow/widower, up to two children receive one third of the pension.

Premium: Up to two children each receive 30% of pension; if no widow/widower/partner, up to two children receive 50% of pension.

Nuvos: Up to two children receive 30% of pension; if no widow/widower/partner, 50% of pension.

Alpha: Up to two children receive 30% of pension;

if no widow/widower/partner, 50% of pension.

McCloud Judgement: The McCloud judgment is a legal ruling that found the government's 2015 reforms to public service pension schemes were discriminatory based on age. Members of public sector schemes who were in service on or before 31 March 2012 and on or after 1 April 2015 may be affected.

Affected members will be given a choice by Civil Service Pensions about how their benefits are calculated for the period between 1 April 2015 and 31 March 2022. From April 1 2022, all civil servants were moved into the Alpha scheme.

Contributions: From April 2015, pensions contributions were the same for each salary band (based on actual earnings) for all schemes. 'Alpha' members can pay additional contributions to build up an unreduced pension payable up to three years earlier than normal pension age.

Additional Voluntary Contributions: Officers may buy reckonable service (added pension) or extra benefits paid for by additional voluntary contributions (AVCs) invested with a financial institution. Contributions are eligible for tax relief.

Injury Benefits: Loss of earnings compensation paid for injury or disease in course of duty, except when mainly due to serious and culpable negligence or misconduct.

Early Retirement: Officers can apply to take their pension early but it will be actuarially reduced to take account of the fact that it will be paid earlier. Pensions are reduced by around 5% for each year they are drawn before pension age. In some cases better terms apply (e.g. compulsory, flexible or approved early retirement).

Further and more detailed information on pensions can be obtained on the Civil Service Pension (NI) website.

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Note:

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