



Andover Town Council

Item No.

12

- To **approve** the revised pay band scales for the three roles listed above and **recommend** to Full Council the adoption of these revised scales.
- To **note** that all revised pay scales and pay points will take effect from 1 April 2026.

To: Policy and Resources

By: Chair of HR sub Committee and Deputy Town Clerk

Date of Report: 23/04/2026

Purpose of the report

To present the recommendation of the HR Sub-Committee regarding revised pay band scales for three roles.

Consideration

The HR Sub-Committee met on Tuesday, 21 April 2026 to consider an increase to the current pay band scales. The HR Sub-Committee recommends extending the pay bands for three roles, to provide greater headroom for incremental progression over a longer period, thereby supporting retention, recognising developing responsibilities and maintaining alignment with comparable roles.

Proposed amendments to the Pay Band Scales

Role	From Pay Band Scale	To Pay Band Scale	Pay Point (to inc. LGA rise as per C486/04/25)
Town Clerk/RFO	42-45	42-48	43
Deputy Town Clerk/RFO	29-32	29-35	30
Allotment Officer	19-24	19-25	23

- To **note** that the following exceptions:
 1. Committee and GDPR Officer (recent job review and pay adjustment)
 2. Community and Events Officer (recent job review and pay adjustment)
 3. Community, Events & Allotments Assistant (new starter)
- To **note** that all staff have had satisfactory performance reviews and will therefore receive an automatic one point pay rise as per their approved contracts, in line with previous Full Council resolution C486/04/25:

"Subject to satisfactory performance, you will progress automatically up the scale by annually increments. Your first increment will be payable on the 1st April 2026 and thereafter on the 1st April each year. The Council may withhold an increment if it is considered that performance fell below the level expected, or award an additional increment for exemplary performance if it chooses to do so."
- To **note** that all new pay scales will be effective as of 1 April 2026.

Recommendations:

- To **approve** the revised pay band scales for the three roles listed above and **recommend** to Full Council the adoption of these revised scales.
- To **note** that all revised pay scales and pay points will take effect from 1 April 2026.