

THE INSTITUTION OF PROFESSIONAL CIVIL SERVANTS

17 Hans Place, London, S.W.1

Post-War Reconstruction Proposals for Architectural, Surveying, Civil Engineering, and Allied Professional Staffs in the Civil Service

(Prepared by the Architectural and Building Sub-Committee of the Institution of Professional Civil Servants)

INTRODUCTORY

The present grading structure and salary scales of the Professional grades in the Architectural, Surveying and Civil Engineering field derive from an agreement between the Treasury and the Institution which introduced, with effect from 1st December, 1937, common scales of £340-18-466-25-600 and £575-25-825 for professional staff in several Departments (copy of agreement attached: Appendix B). The salary scales of the grade above the £575-825 grade in the professional class hierarchy do not possess the same degree of uniformity. Broadly speaking they fall within the range of £900-£1,100, although scales are in operation which have minima below, or maxima above, the lower and upper limits of the range in question. Above the £900-£1,100 level there is a variety of posts on salaries from £1,100 upwards variously described as Chief Architect, Deputy Chief Architect, Chief Surveyor, and Deputy Chief Surveyor, etc.

In the professional area reviewed by the Architectural and Building Sub-Committee (see Appendix C for schedule of grades and departments) there is a large fringe of identical or closely comparable grades to those covered by the 1937 agreement which in the past have had applied to them departmental scales different from the common scales referred to above. Some of these departmental scales are only minutely differentiated, others differ substantially. Nevertheless, the present broad pattern for the professional classes concerned in this review is a three-grade structure, as follows:—

Professional Classes

£340-£600

£575-£825

£900-£1,100 (with variants)

A word of explanation is necessary regarding the singular overlap in the £600 maximum of the basic grade and the £575 minimum of the grade above. When the 1937 agreement was entered into it was agreed by both parties that the strong flow of promotion from the basic grade to the higher grade, which was evident at that time, constituted exceptional circumstances which justified an overlap. At a later stage in this memorandum definite proposals are made regarding the post-war structure of the Architectural, etc., classes, and in framing these the Architectural and Building Sub-Committee has been concerned to remove the overlap.

Consideration of the qualifications and duties of Architectural, Surveying and Civil Engineering professional grades outside the 1937 Agreement shows that they have qualifications similar to and perform duties comparable with those grades covered by the agreement. From the review undertaken by the Architectural and Building Sub-Committee there has emerged very clearly the fact that the introduction of a single class, which would be required to possess full professional qualifications and approved experience on entry, is both practicable and highly desirable.

With the exception of those grades on common scales, the practice in the past has been to determine the salary scales of a given profession in a department by comparison with the duties and responsibilities undertaken by members of the same profession serving in another department. This has given rise to interminable correspondence and lengthy arguments on differences in work processes in various departments. Institution salary claim files are a monumental testimony to the futility of assessing salaries by this method. Official files will probably bear the same testimony. During the course of negotiations the contestants normally became so overwhelmed with points of detail regarding duties that the settlement which finally emerged reflected their relative staying powers, or alternatively, the skill of the department in its bargaining with the Treasury, rather than a settlement based upon real considerations. Plausible reasons had to be advanced to obtain by these methods an offer which differentiated minutely as between departmental scales. The classic example is that which occurred during the salary negotiations on behalf of Lands staff in the Air Ministry and the War Office. The Assistant Lands Officer, Air Ministry, was granted a scale of £325-18-469-25-575, and the Assistant Land Agent, War Office, £325-18-469-25-550. Their qualifications, calibre and method of recruitment are identical. The reason advanced during the course of negotiations for the differentiation of £25 was that the Air Ministry Assistant Lands Officer was required to know something about grass seeds for the sowing of air fields, which knowledge was not required of the Assistant Land Agent, War Office! The Architectural and Building Sub-Committee considers that future salary assessments within its field must be based on the same broad principles as determine the salary scales of the Treasury classes.

The Architectural and Building Sub-Committee proposes that a single unified structure be introduced for the grades shown in Appendix C, and that revised salary scales be authorised and complements so fixed that a career value is provided which is commensurate with the qualifications demanded. To ensure these provisions it is proposed that recruitment should be undertaken centrally by the Civil Service Commissioners and that the intake of new entrants be regulated so as to provide a maturity age salary of a reasonable level. The proposals are given in more detail below.

THE PROFESSIONAL CLASS

Structure

An important conclusion emerging from an examination of the professional qualifications stipulated and the professional work required to be performed is that the unified structure already in existence over a wide area of the field should be extended to cover the whole. For example, Estate Surveyors II and I, Ministry of Works, receive £300-£550, and £550-800 respectively, whereas Assistant Land Officers and Lands Officers, Air Ministry, receive £325-575, and £525-800 respectively. Broadly speaking the professional qualifications required and the duties undertaken are the same in both departments and therefore the same remuneration should be granted.

The salary scales which are proposed for the new structure are as follows :—

Grade A	..	£400-£700	(× £25)
Grade B	..	£700-£1,000	(× £25 to £850 then £30)
Grade C	..	£1,000-£1,200	(× £50)

(There are higher grades above these but the Architectural and Building Group has not at this stage formulated any definite proposals regarding them).

The proposed salary scales are related to *pre-war* money values and any movements which may occur in Civil Service scales generally in the post-war period, such as, for example, consolidation of war bonus, should, therefore, apply equally to the new scales. An essential feature of these proposals is the laying down of high professional qualifications plus several years' approved experience outside the Civil Service for all future recruits and therefore adequate salary scales must be provided to attract and retain persons of the requisite calibre.

Initial Salary on Entry

The initial salary of the officer entering the basic grade to be £400 per annum for those aged 25 on appointment, plus £25 for every year above that age at the date of appointment. In the case of District Officers, Forestry Commission, entry for those aged 25 or above according to the foregoing formula and for those less than 25 a reduction of £25 for each year below, subject to the present minimum of £350.

Attention is drawn to the provision in Treasury Circular 22/45—The Legal Service—of an initial entry salary of £450 per annum for those aged 28 on appointment, plus or minus £25 for every year above or below that age on date of appointment but subject to an upper limit of £600 and a lower limit £400. Attention is also drawn to the new scales for scientists, under which a scientific officer, on confirmation of probation, receives a salary of £400. A recent agreement between the Institution and the Ministry of Works fixes the salary of promoted technical officers on entry to the basic grade of the professional class at £400 for age 26 or over.

Complements

It is proposed that complements be so arranged that an officer will remain in the basic grade for a period not exceeding five years and that entry into Grade C (£1,000 to £1,200) should normally take place at not later than age 50.

Qualifications

Recruitment to the professional classes to be from those possessing full professional qualifications and a minimum of at least five years' approved experience outside the Civil Service. A schedule has been prepared of the different categories capable of central recruitment and the qualifications required for the different professions are also stated (see Appendix A).

In view of the practical difficulty which will be experienced during the next few years in recruiting within the proposed limits of age persons with the requisite professional qualifications and the approved experience outside the Service, it is proposed, after the provision for "added war years" for the filling of reconstruction vacancies has expired, to extend the maximum age limits by three years until it is practicable to recruit within the ages stipulated.

Promotion

Promotion from the lower grade to higher grades should normally occur at the ages referred to above in the section headed Complements. Earlier promotion should, however, be given to those who display qualities likely to fit them in later years for the higher posts. Adequate provision should be made for class-to-class promotions provided the promotees have obtained the requisite professional qualifications and a minimum of two years' approved experience outside the Service. In the case of the Forestry Commission, there should be class-to-class promotion provided the officers concerned possess the same qualifications as required for recruitment to the professional class.

Superannuation

Entrants should be recruited to established posts and after a period of genuine probation should become confirmed in their appointments. The normal provisions of the Superannuation Acts should be applied to them excepting in relation to "Added years," reference to which is made below.

Added Years

The Professional classes covered by this memorandum must spend several years in obtaining professional training and actual experience before they enter the Civil Service. It is impossible, therefore, for them to obtain the maximum pension before compulsory retirement, as they are unable to complete forty years' pensionable service. It is proposed in cases in which it is stipulated as an essential condition of recruitment to the class that professional training and/or subsequent professional experience must be acquired, that superannuation provision be made for retirement at the normal age with maximum pension, if entered at an age when full service in the profession usually commences, or with an appropriately adjusted proportion of maximum pension if entered at a still later age.

Salaries in Scottish Departments

It will be noted that professional and technical grades in Scottish Departments (mainly departments of the Secretary of State for Scotland's Office) are included in the scheme of assimilation; grades for which the qualifications required and the scope and calibre of the work performed being assimilated to the proposed structure in the same manner without differentiation as are the comparable grades in English and U.K. Departments. In the past there has existed a disparity operating adversely to Scottish grades between the salary scales of some of those grades and those of the comparable English grades. There does not appear to have been any good ground for the disparity. In the future, grades in Scottish Departments should therefore be offered the same career value to officers entering them as do the comparable English grades. In drawing up the proposals for the Scottish grades careful attention has been paid to the duties which they perform and equation with English grades has been made accordingly.

17th December, 1945.

Appendix A

LIST OF PROFESSIONS IN ARCHITECTURAL AND BUILDING GROUP CAPABLE OF CENTRAL RECRUITMENT WITH APPROPRIATE QUALIFICATIONS AND LIMITS OF AGE

General Classes			
<i>Profession</i>	<i>Qualifications</i>	<i>Minimum Experience</i>	<i>Limits of Age</i>
Architect	A.R.I.B.A. or "Registered Architect," i.e., registered under the Architects Registration Acts, 1931-38.	Candidates should have at least seven years' experience in the study and practice of Architecture in an Architects' office, provided that whole-time study in an Architectural School may be allowed to count up to a maximum of three years.	25-30
Planning Officer	Corporate Member of Town and Country Planning Institute with at least one of the following: Corporate membership of R.I.B.A., Chartered Institution of Civil Engineers, Chartered Surveyors' Institution.	5 years' approved practice outside the Service.	25-35
Civil Engineers and Sanitary Engineers	Associate membership of the Chartered Institution of Civil Engineers, involving 4 years' practical experience, or either a recognised University degree or the corresponding Chartered Institution of Civil Engineers examination.	5 years' approved practice outside the Service.	26-33
Structural Engineers	Corporate membership of the Institution of Structural Engineers by examination.	5 years' approved practice outside the Service.	25-30
Surveyors: Maintenance	Corporate membership of Chartered Surveyors' Institution or Royal Institute of British Architects.	5 years' approved practice outside the Service.	25-30
Quantity	Corporate membership of Chartered Surveyors' Institution (Quantities Section), or Incorporated Association of Architects and Surveyors by examination.	5 years' approved practice outside the Service.	25-30
Land & Valuation	Corporate membership of Chartered Surveyors' Institution, Land Agents Society, or Auctioneers and Estate Agents' Institute.	5 years' approved practice outside the Service.	25-30
Mineral Valuers	First-Class Certificate of Competency (Mine Managers) or Corporate membership of Chartered Surveyors' Institution.	5 years' approved practice outside the Service.	25-30

Departmental Classes

District Officers, Forestry Comm'n.	University Degree in Forestry, or University degree to honours standard in Natural Science with Diploma in Forestry.	None	21-30
Naval Constructors, Admiralty.	As the present methods of recruitment to this class are under review by a departmental committee, no proposals are made in this statement.		

Appendix B

MEMORANDUM OF AGREEMENT

1. This memorandum records an agreement between the Treasury and the Institution of Professional Civil Servants with regard to revised scales to be substituted for the existing scales of £337. 7s.-£18-£575 and £575. 8s.-£25-£797. 3s. for architectural, engineering, and surveying staffs employed in the several Departments as set out in the Schedule attached hereto.

2. The agreed revised scales are as follows:—

- (a) £340-£18-£466-£25-£600 in the case of officers on the existing scale £337. 7s.-£18-£575 8s.
 (b) £575-£25-£825 in the case of officers on the existing scale £575. 8s.-£25-£797. 3s.

3. The above scales shall be introduced with effect from 1st December, 1937.

4. Existing officers shall be assimilated to the new scales in accordance with normal Civil Service practice.

5. It is recorded that both parties to this memorandum of agreement recognise that this Agreement is concluded in the presence of exceptional conditions which justify an overlap of the salary scales of the two groups of officers in question.

Signed on behalf of the Treasury,

Signed on behalf of the Institution of Professional Civil Servants,

A. P. WATERFIELD.
S. W. GREEN.

H. W. MONROE.
C. L. LEESE.

List of Grades covered by the above Memorandum of Agreement

<i>Department</i>	<i>Present Scale</i> £337. 7s.-£575. 8s.	<i>Present Scale</i> £575. 8s.-£797. 3s.
Air Ministry	Assistant Civil Engineer	Civil Engineer
	Assistant Mechanical and Electrical Engineer	Mechanical and Electrical Engineer
War Office	Assistant Civil Engineer	Civil Engineer
	Assistant Architect, Grade II	Assistant Architect, Grade I
Admiralty	Assistant Civil Engineer	—
	Assistant Engineer, Peterhead Harbour	—
Office of Works	Assistant Architect, Grade II	Assistant Architect, Grade I
	Assistant (Structural) Engineer, Grade II	Assistant (Structural) Engineer, Grade I
	Assist. (Maintenance) Surveyor, Grade II	Assist. (Maintenance) Surveyor, Grade I
	Surveyor, Grade II	Surveyor, Grade I
	Assistant Sanitary Engineer	Sanitary Engineer
	Assistant (Mechanical and Electrical) Engineer, Grade II	Assistant (Mechanical and Electrical) Engineer, Grade I
	Assistant (Quantity) Surveyor	(Quantity) Surveyor
Ministry of Transport	Assistant Engineer	Engineering Inspector, Grade II
Ministry of Health	Assistant Architect, Grade II	Assistant Architect, Grade I
	—	Quantity Surveyor
Board of Education	Assistant Architect, Grade II	Assistant Architect, Grade I
Board of Control	—	Senior Assistant Architect
Post Office	Assistant Architect and Surveyor	—
Ministry of Agriculture and Fisheries	—	Architect

Appendix C

SCHEME OF ASSIMILATION OF EXISTING GRADES INTO THE ARCHITECTURAL AND BUILDING COMMITTEE'S POST-WAR RECONSTRUCTION PROPOSALS

PROFESSIONAL CLASSES

GRADE A—PROPOSED SCALE £400-25-700

<i>Profession</i>	<i>Department</i>	<i>Present Scales</i>	<i>Present Grades</i>
Architects and Planning Officers.	Board of Control	£340-£600	Assistant Architect II
	Ministry of Education	£340-£600	Assistant Architect II
	General Post Office	£340-£600	Asst. Architect and Surveyor
	Department of Health for Scotland	£500	Junior Assistant Architect
	Metropolitan Police Office	£450-£600	Asst. Architect & Surveyor II
	Ministry of Town and Country Planning—As this Ministry is staffed on a temporary basis and is in process of reorganisation no assimilation proposals can be submitted but the same grading is proposed as for other professional classes. It is also proposed that Planning Officers in the Department of Health for Scotland receive the same grading.		
	War Office	£340-£600	Assistant Architect II
	Ministry of Works	£340-£600	Assistant Architect II
Civil Engineers	Admiralty—Civil Engineer-in-Chief's Dept.	£340-£600	Assistant Civil Engineer
	Directorate of Naval Construction	£350	Assistant Constructor II
	Agriculture and Fisheries	£340-£650	Assistant Drainage Engineer
	Air Ministry	£340-£600	Assistant Civil Engineer
	War Office	£340-£600	Assistant Civil Engineer
	—	£350-£500	Civilian Garrison Engineer
	—	£350-£500	Assistant D.C.R.E.
	Ministry of War Transport	£340-£600	Assistant Engineer
	Ministry of Works	£340-£600	Asst. Structural Engineer II
	—	£340-£600	Assistant Sanitary Engineer
Surveyors ..	Admiralty	£325-£575	Assistant Surveyor of Lands
	—	£325-£575	Assistant Surveyor
	Agriculture and Fisheries	£325-£525	Assistant Land Commissioner
	Department of Agriculture for Scotland	£275-£500	Assistant Land Officer
	—	+ allowance	—
	—	£275-£500	Surveyor
	—	+ 5 allowances of £100 for Drainage Engineering Assistants	—
	Air Ministry	£325-£575	Assistant Surveyor
	—	£325-£575	Assistant Lands Officer
	Commissioners of Crown Lands	Misc.	Asst. Surveyor
	Forestry Commission	£275-£525	District Officer II
	—	+ £50	—
	Inland Revenue	£337-£575	Third Class Valuer
	Public Trustee Office	£300-£500	Junior Property Adviser
	Ministry of Supply	£350-£500	Assistant Surveyor
	War Office	£325-£550	Assistant Land Agent
	—	+ £125 allow'ce.	—
	—	£350-£450	Civilian Quantity Surveyor
	Ministry of Works	£300-£550	Estate Surveyor II
	—	£340-£600	Assistant Maintenance Surveyor II
	—	£340-£600	Assistant Quantity Surveyor

GRADE B—PROPOSED SCALE £700-25-850-30-1000

<i>Profession</i>	<i>Department</i>	<i>Present Scales</i>	<i>Present Grades</i>
Architects and Planning Officers.	Board of Control	£575-£825	Assistant Architect I
	Ministry of Education	£575-£825	Assistant Architect I
	Department of Health for Scotland	£650-£850	Assistant Architect*
	Home Security	£700	Regional Architect and Asst. Architect.
	Metropolitan Police Office	£600-£700	Asst. Architect & Surveyor I
	War Office	£575-£825	Assistant Architect I
	Ministry of Works	£575-£825	Assistant Architect I
Civil Engineer	Admiralty, Civil Engineer-in-Chief's Dept.	£515-738 +£70 or £105 House Allow'ce	Civil Engineer
	Directorate of Naval Construction	£408.15-680	Assistant Constructor I
Surveyors	Air Ministry	£575-£825	Civil Engineer
		£500-£850	Resident Engineer
	Metropolitan Police Office	£600	Structural Engineer
		£450-£600	Sanitary Engineer
	War Office	£575-£825	Civil Engineer (Forts)
		£575-£825	Civil Engineer (Structural)
	Ministry of War Transport	£575-£825	Engineering Inspector II
	Ministry of Works	£575-£825	Asst. Structural Engineer I
		£575-£825	Sanitary Engineer I
	Admiralty	£575-£800	Surveyor of Lands
		£575-£800	Surveyor
	Agriculture and Fisheries	—	Land Commissioner (proposed intermediate grade)
	Department of Agriculture for Scotland	—	Land Officer (proposed inter- mediate grade)
		£500-£625 +Allowances for Assistant Drainage Engineer and Civil Engineer	District Surveyor
	Air Ministry	£575-£800	Surveyor
		£575-£800	Lands Officer
	Commissioners of Crown Lands	£550-£750	Surveyor I
	Forestry Commission	£525-£650	District Officer I
	Department of Health for Scotland	£500-£750	Quantity Surveyor
	Inland Revenue	£575-£800	Second Class Valuer†
Civil Engineers.	Ministry of Supply	£550-£750	1st Surveyor
		£500-£700	2nd Surveyor
	Tithe Redemption Commission	£515-£635	Principal Surveyor
	War Office	—	Land Agent (proposed inter- mediate grade)
	Ministry of Works	£550-£800	Estate Surveyor I
		£575-£825	Assistant Maintenance Surveyor I
		£575-£825	Quantity Surveyor

GRADE C—PROPOSED SCALE £1000-50-1200

Architects and Planning Officers.	Board of Control	£900-£1025	Architect
	Ministry of Education	£900-£1025	Architect
	General Post Office	£738-£1025	Architect and Surveyor
	Department of Health for Scotland	—	Architect (proposed)
	Metropolitan Police Office	£700-£825	Senior Assistant Architect and Surveyor†
Civil Engineers.	Ministry of Works	£900-£1025	Architect
	Admiralty—Civil Engineer-in-Chief's Dept.	£767.17-£905.3 +£105 House Allowance	Supt. Civil Engineer (Lower Grade).
	Admiralty—Directorate of Naval Construction	£767.17-£934.4 +£100 allow'ce.	Senior Constructor
		£680-£847.1 +allowance	Constructor
	Agriculture and Fisheries	£650-£900	Drainage Engineer
	Air Ministry	£826-£953	Supt. Engineer II
	Department of Health for Scotland	£650-£950	Engineering Inspector
	Ministry of War Transport	£750-£1000	Engineering Inspector I
	Ministry of Works	£900-£1025	Structural Engineer
		£900-£1025	Sanitary Engineer

GRADE C—continued

<i>Profession</i>	<i>Department</i>	<i>Present Scale</i>	<i>Present Grade</i>
Surveyors ..	Admiralty	£825-£925	Senior Surveyor of Lands
"	"	£825-£925	Senior Surveyor†
"	Agriculture and Fisheries	£700-£1000	Land Commissioner
"	Department of Agriculture for Scotland ..	£500-£700	Lands Officer (Intermediate grade—Grade B—proposed)
"	"	+£100 allow'ce.	Principal Surveyor
"	"	£625-£725	"
"	"	(3 with £100 allowances as Drainage Engineers)	"
"	Air Ministry	£825-£925	Supt. Surveyor
"	"	£825-£925	Supervising Lands Officer
"	Forestry Commission	£750-£1000	Divisional Officer
"	"	+£100 allow'ce.	"
"	Department of Health for Scotland ..	£870-£985	Senior Quantity Surveyor
"	Home Security	£800	Chief Quantity Surveyor
"	Public Trustee Office	£550-£850/£900	Senior Property Adviser†
"	Scottish Home Department	£525-£750	Surveyor (Prisons)
"	"	+£100 allow'ce.	"
"	Ministry of Supply	£755-£925	Deputy Supt. of Bldg. Works
"	War Office	£800-£950	Land Agent Southern Command
"	"	+House	"
"	"	+£100 allow'ce.	"
"	"	£600-£900	Land Agent Eastern Command
"	"	+£175 allow'ce.	"
"	"	£575-£800	Land Agent Other Commands
"	"	+£175 allow'ce.	"
"	Ministry of Works	£800-£1000	Supt. Estate Surveyor
"	"	£900-£1025	Surveyor
"	"	£900-£1025	Senior Quantity Surveyor

* Officers in this grade to be assimilated to it and to the Architect (proposed) grade—see Grade C—so as to assure a career value equivalent to that of Architects in other departments.

† This classification is without prejudice to those outstanding claims lodged with Departments which relate to the duties of the grades concerned.

‡ Proposed new title Architect and Surveyor.

HIGHER GRADES

The grades higher than those shown above will have their salaries scales determined having regard to the responsibility attached to posts rather than by reference to a "career value concept." The Architectural and Building Committee has not at this stage promulgated any definite proposals in respect of these higher grades.