

**TABLE 2**

<b>PERFORMANCE RELATED RECOGNITION AND REWARD MEASURES</b>	
<b>MEASURE</b>	<b>CRITERIA</b>
<b>Acting Up</b>	Temporarily undertaking the full duties and responsibilities of a higher graded post for a continuous period of 28 days or more (except where covering for annual leave)
<b>Honorarium</b>	Temporarily undertaking duties and responsibilities outside the scope of the employee's substantive post where: <ul style="list-style-type: none"> <li>• the additional duties and responsibilities are exceptionally onerous; and/or</li> <li>• the duties outside the scope of the post are undertaken over an extended period; and/or</li> <li>• the duties of a higher graded post are shared between two or more officers</li> </ul>
<b>Accelerated increment(s)</b>	Where in the opinion of the Chief Officer an employee who is not on the maximum of the grade has demonstrated particular merit or ability
<b>Progression through a Linked Grade</b>	Where the employee has demonstrated to the satisfaction of the Chief Officer that s/he has satisfied the criteria to move to the next higher grade in the career path, and will be undertaking the duties and responsibilities at the level of the higher grade
<b>Salary uplift for MG staff</b>	Where in the opinion of the Chief Officer or Chief Executive in consultation with the Assistant Chief Executive (HR) an employee has taken on additional responsibilities and/or demonstrated particular merit or ability
<b>Time off in lieu, Overtime or additional hours</b>	Recompense for hours worked in excess of the employee's contractual hours under the arrangements agreed as part of the Bromley Single Status Agreement
<b>Soulbury SPA points</b>	Additional discretionary spine points for Soulbury staff based on LA service and a structured professional assessment to recognise their contribution to the Authority's role in raising standards in schools, improving involvement of young people in community activities, and the promotion of child development and learning