

Committee Name and Date of Committee Meeting

Staffing Committee – 30 January 2019

Report Title

Pay Policy Statement 2019/20

Is this a Key Decision and has it been included on the Forward Plan?

No

Strategic Director Approving Submission of the Report

Shokat Lal, Assistant Chief Executive

Report Author(s)

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Ward(s) Affected

None

Report Summary

This report provides detail of the Pay Policy Statement for 2019-20 that the Council is obliged publish under Chapter 8 of the Localism Act 2011.

Recommendations

1. Staffing Committee is asked to accept the Pay Policy Statement for 2019-20 (Appendix 1) and recommend approval by Council.

List of Appendices Included

Appendix 1 Pay Policy Statement 2019/20

Background Papers

Local Government Association
CIPFA Best Value Accounting Code of Practice
Freedom of Information
Localism Act 2011
Hutton Review of Fair Pay in the Public Sector: Final Report March 2011
Previous Staffing Committee Reports
Local Government Transparency Code 2015

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

Yes

Exempt from the Press and Public
No

Pay Policy Statement 2019/20

1. Background

- 1.1 The Localism Act 2011, Chapter 8 Pay Accountability, made it a legal requirement for authorities to produce and publish a Pay Policy Statement by the 31st March each year. This must be agreed by Council and detail the remuneration of its Chief Officers.
- 1.2 The Council must then comply with the Pay Policy Statement for the financial year in making any determination.

The statement must state:

- Policies relating to remuneration of Chief Officers (definition includes Directors)
 - Remuneration of its lowest paid employees
 - Relationship between remuneration of Chief Officers and employees who are not Chief Officers
 - The remuneration of its Chief Officers
 - Remuneration of Chief Officers on appointment
 - Increases and additions to remuneration for each Chief Officer
 - Use of performance related pay for Chief Officers
 - Use of bonuses for Chief Officers
 - Benefits in kind to which the Chief Officer is entitled
 - Any increase of enhancement to Chief Officer pension entitlement
 - Approach to payment of Chief Officers and their ceasing to hold office
 - Any amounts payable upon the Chief Officer ceasing to hold office other than that payable by virtue of any enactment
 - Approach to publication and access to information relating to remuneration of Chief Officers
- 1.3 In addition Council should be offered the opportunity to approve salary packages offered for new appointments and exit packages for leavers where the value of either is £100,000 or more.
 - 1.4 The Council's Scheme of Delegation has empowered the Staffing Committee to determine conditions of service, employment policies and procedures and remuneration relating to the Chief Executive and Chief Officers, in line with the Pay Policy Statement.
 - 1.5 In line with usual practice, Staffing Committee is asked to review the Pay Policy Statement for 2019-20 (Appendix 1) and make recommendation to Council.

2. Key Issues

- 2.1 It is a legal requirement for the Council to publish a Pay Policy Statement each year which has been agreed by Council.

3. Options considered and recommended proposal

- 3.1 The format and content of the Pay Policy is in line with previous practice and in accordance with guidance previously issued by the regional Local Government Employers Association. It is therefore felt to reflect good practice and it has not been considered appropriate to deviate from this.

4. Consultation on proposal

- 4.1 Consultation has taken place with the Assistant Director of legal Services

5. Timetable and Accountability for Implementing this Decision

- 5.1 Approval of decisions will be taken to the meeting of Council scheduled to take place on the 27 February 2019

6. Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)

- 6.1 None

7. Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)

- 7.1 It is a legal requirement that the Council publishes a Pay Policy Statement

8. Human Resources Advice and Implications

- 8.1 An appropriately rewarded workforce motivates employees and meets standards of fairness and equality required by employment legislation

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 Employees working in Children's and Young People's Services are covered by the Pay Policy Statement

10. Equalities and Human Rights Advice and Implications

- 10.1 Fair pay structures are a requirement of employment and equalities legislation

11. Implications for Partners

- 11.1 The Pay Policy Statement applies to employees across the Council

12. Risks and Mitigation

- 12.1 The Pay policy needs to conform to requirements stipulated by Central Government. In developing the pay policy, account has been taken of advice and guidance issued by National Local Government Employers and Regional Employers Organisation

13. Accountable Officer(s)

Sharon Kemp, Chief Executive
Shokat Lal, Assistant Chief Executive

Approvals obtained on behalf of:-

	Named Officer	Date
Chief Executive		Click here to enter a date.
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	21/01/19
Assistant Director of Legal Services (Monitoring Officer)	Dermot Pearson	21/01/19
Assistant Director of Human Resources (if appropriate)	Lee Mann	24/12/18
Head of Human Resources (if appropriate)		Click here to enter a date.

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