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## Pay Policy Statement – Financial Year 2016/17

To: Council – 31 March 2016

Main Portfolio Area: N/A

By: Madeline Homer, Head of Paid Service

Date: 31 March 2016

Classification: Unrestricted

Ward: All Wards

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**Summary:** This Pay Policy Statement sets out the council's approach to pay in accordance with the requirements of section 38 of the Localism Act 2011. The purpose of the statement is to provide transparency with regard to the council's approach to setting the pay of its employees. This paper presents the Pay Policy Statement to cover the financial year 2016/17.

### **For Decision**

The Localism Act 2011 requires that the Pay Policy Statement must be approved by resolution of the Council by 31<sup>st</sup> March 2016 and then published soon after.

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## **1.0 Introduction and Background**

- 1.1 Section 38 of the Localism Act 2011, required the council to produce and Publish a Pay Policy statement for the financial year 2012/13 and for each financial year after that.
- 1.2 The council's first Pay Policy Statement was approved by Council on 23 February 2012 and published via the council's website.
- 1.3 The Pay Policy Statement ensures transparency with regard to the council's approach to setting the pay of all its employees by identifying:
  - the methods by which salaries of all employees are determined;
  - the detail and level of remuneration of its most senior staff i.e. 'chief officers', as defined by the relevant legislation;
  - the relationship between
    - the remuneration of its Chief Officers and
    - the remuneration of its employees who are not Chief Officers
- 1.4 The Pay Policy Statement provides direction to members and officers making detailed decisions on pay, providing a clear statement of the principles underpinning decisions on the use of public funds.

## **2.0 Current Situation**

- 2.1 In accordance with the Localism Act 2011, the council is required to prepare and approve a Pay Policy Statement before the end of 31 March immediately preceding the financial year to which it relates, in this case for 2016/17.
- 2.2 The councils Pay Policy Statement 2016/17 must be approved by resolution of the Council before it comes into force.
- 2.4 During 2015/16 there have been no significant changes to the pay policy statement and therefore the pay policy statement 2016/17 reflects only an update to that which was published for 2015/16.
- 2.5 The pay policy statement 2016/17 is attached at annex 1 and details the council's approach to setting the pay of its employees.

## **3.0 Next Steps**

- 3.1 Once approved the Pay Policy Statement 2016/17 will be published on the council's website, outlining the council's approach to paying all staff.

## **4.0 Corporate Implications**

### **4.1 Financial and VAT**

- 4.1.1 Budget relating to staff pay is agreed through appropriate authority procedures and is within current budget.

### **4.2 Legal**

- 4.2.1 The Pay Policy Statement 2016/17 must be approved by resolution of the Council by end of 31 March 2016 to ensure compliance with the Localism Act 2011.

### **4.3 Corporate**

- 4.3.1 The Pay Policy Statement supports the council's objective of transparency, ensures compliance with statutory legislation and provides direction for members and officers making decisions on pay.

### **4.4 Equity and Equalities**

- 4.4.1 In determining pay and remuneration for all of its employees, the council will comply with all relevant employment legislation. This includes the Equality Act 2010.

## **5.0 Recommendation**

- 5.1 Approve the Pay Policy Statement for 2016/17 as set out in Annex 1, after which it will be published.

## **6.0 Decision Making Process**

- 6.1 Non-key decision to Council, not subject to call in.

Contact Officer:	Juli Oliver-Smith, Head of EKHR, contact number 0791 747 3616
Reporting to:	Madeline Homer, Chief Executive

***Annex List***

Annex 1	Thanet District Council, Pay Policy Statement 2016/16
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***Background Papers***

Title	Details of where to access copy
None	

***Corporate Consultation Undertaken***

Human Resources	EK Human Resources
Finance	Tim Willis, Director of Corporate Resources and S151 Officer
Legal	Tim Howes, Director of Corporate Governance and Monitoring Officer