

Pay Policy Statement 2023/24

General Purposes Committee	24 October 2024
Report Author	Sonia Godfrey, Head of HR
Portfolio Holder	Councillor Rob Yates, Cabinet Member for Corporate Services
Status	For Decision
Classification:	Unrestricted
Key Decision	No
Ward:	All

Executive Summary:

The Pay Policy Statement sets out the council's approach to pay in accordance with the requirements of Section 38 of the Localism Act 2011 and its approach to a range of issues relating to pay of its staff, particularly its senior staff (Chief Officers) and its lowest paid employees.

The report details the council's recommended Pay Policy Statement for 2023/24. The statement will be subject to annual review and approval by the General Purposes Committee and in exceptional circumstances, the statement may be reviewed/amended in-year.

On approval the statement will be published on the council's website following each annual review.

Recommendation(s):

General Purposes Committee to adopt this Pay Policy Statement for the Financial Year 2023/24 subject to a 30 day consultation with the recognised trade unions and staff.

Corporate Implications

Financial and Value for Money

The Pay Policy Statement 2023/24 provides the public with a clear rationale to explain the council's approach to pay.

The Pay Policy Statement will assist the council to monitor remuneration and provide a fair system which avoids discrimination. Therefore, the adoption of this policy should assist in mitigating any legislative and ethical risk linked to the remuneration of its employees.

Legal

There are no direct legal implications arising from this report. The revised Pay Policy Statement will need to be compliant with any legal obligations which apply to them.

The revised Statement has been updated as part of the annual review for approval. However, the council has reintroduced April incremental advancement subject to when an employee commences employment with the council or moves roles within the council and as such this change will require a 30 day consultation prior to endorsement of this Statement.

Risk Management

The adoption of this Pay Policy Statement and use of the framework and mechanisms described within, provides assurance that the council is mitigating any legislative risk linked to the remuneration of its employees.

Corporate

The council is committed to transparency and fairness in the pay and remuneration of all its employees.

Employees are a key element of the delivery of services that contribute to all of the council's priorities. As such, appropriate and relevant payment to employees enables the delivery of those priorities.

Equality Act 2010 & Public Sector Equality Duty

Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

This report relates to the following aim of the equality duty:

- To eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act.

Corporate Priorities

This report is a requirement under the Localism Act to produce and publish a Pay Policy Statement.

1.0 Introduction and Background

- 1.1 The Localism Act 2011 requires every local authority to prepare a Pay Policy Statement each year which details the council's approach to pay of its employees, particularly its senior staff (Chief Officers) and its lowest paid employees.
- 1.2 The report details the council's recommended Pay Policy Statement for 2023/24. The Statement will be subject to annual review and approval by the General Purposes Committee and in exceptional circumstances may be reviewed/amended in-year.
- 1.3 Each year the Statement is reviewed and where no change has been identified adoption of the Pay Policy Statement is recommended. However, due to a proposed change in the reintroduction of April increments subject to when an employee either commences employment with the council or moves roles within the council a consultation period with both trade unions and staff is required.
- 1.4 The Pay Policy Statement has been revised to include the proposed new changes.
- 1.5 The Pay Policy Statement will assist the council to monitor remuneration across the council and provide a fair system which avoids discrimination.
- 1.6 The revised Statement has been reviewed by the Corporate Management Team (CMT) and following the General Purposes Committee sign off a 30 day consultation period will commence with the trade unions and staff.

Contact Officer: Sonia Godfrey, Head of HR
Reporting to: Chris Blundell, Director of Corporate Services

Annex List

Annex 1: Pay Policy Statement

Corporate Consultation

Finance: Chris Blundell, Director of Corporate Services

Legal: Sameera Khan, Interim Head of Legal & Monitoring Officer