



General Functions Committee

20 March 2017

Title	Pay Policy Statement
Report of	Graeme Lennon, Strategic HR Director
Wards	All
Status	Public
Urgent	No
Key	No
Enclosures	Appendix A – Pay Policy Statement
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Summary

Local Authorities have to publish a Pay Policy Statement on the 1 April each year or as soon thereafter as is practicable. This report introduces a draft Pay Policy Statement for endorsement by the General Functions Committee prior to final approval being sought by Full Council on 4th April 2017 prior to publication.

Recommendations

- 1. That the General Functions Committee reviews the Council's Pay Policy Statement for the financial year 2017/18 and agrees to recommend it for approval by Council on 4th April 2017.**

1. WHY THIS REPORT IS NEEDED

- 1.1 Section 38(1) of the Localism Act requires local authorities to produce an annual pay policy statement.

2. REASONS FOR RECOMMENDATIONS

- 2.1 To comply with the Localism Act, associated statutory guidance, including the transparency requirements on remuneration as set out in the Code of Recommended Practice for Local Authorities on Data Transparency issued by the Department for Communities and Local Government in September 2011 and the council's constitution.

3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 3.1 The proposal arises from the statutory obligation cited in sections 1.1 and 2.1 and as such alternative options have not been considered in the context of this report

4. POST DECISION IMPLEMENTATION

- 4.1 The Pay Policy Statement requires endorsement by Full Council on 4 April 2017 prior to publication.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 No applicable

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

- 5.2.1 Not Applicable.

5.3 Social Value

Not applicable

5.4 Legal and Constitutional References

- 5.4.1 Section 38(1) of the Localism Act 2011 requires local authorities to produce an annual pay policy statement.
- 5.4.2 The [General Functions Committee](#) (appointed by [Council](#)) has responsibility for decisions related to the pay and terms and conditions of employment for staff (other than those within the remit of the [Chief Officer Appointment Panel](#)¹) in accordance with [section 15 \(Annex A\) of the Constitution](#) – Responsibility for Functions.
- 5.4.3 In addition (to other responsibilities listed in [Annex A to the Responsibility for Functions](#)) [the committee must review remuneration annually and ensure that sufficient flexibility exists within the pay policy to allow responses to unforeseen circumstances without having recourse to revising the policy between annual reviews.](#)

¹ The Chief Officer Appointment Panel deals with chief officer appointments, discipline and capability matters.

5.4.4 Council is asked to consider the General Functions Committee's recommendation(s) and is ultimately responsible (in accordance [with section 1.20 of the Responsibility for Functions](#)) for approval of the annual pay policy

5.5 Risk Management

5.5.1 Not applicable

5.6 Equalities and Diversity

5.6.1 Not applicable

5.7 Consultation and Engagement

5.7.1 Not applicable

5.8 Insight

5.8.1 Not applicable

6. BACKGROUND PAPERS

6.1 There are no background papers.