



Constitution and General Purposes Committee

12th January 2023

Title	Pay Policy Statement
Report of	Jon Bell, Assistant Director – Human Resources and Organisational Development
Wards	Not Applicable
Status	Public
Urgent	No
Key	No
Enclosures	Appendix A – Pay Policy Statement (Incl. Appendices to the Pay Policy statement A1, A2, A3 and A4)
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Summary

Local Authorities are required to prepare and approve a Pay Policy Statement before the end of March each year. The Statement must be published as soon as is reasonably practicable after it has been approved. This report introduces a draft Pay Policy Statement to the Constitution and General Purposes Committee for consideration, before approval by Full Council on 8th March 2023, prior to its publication.

Officer Recommendation

That the Committee considers the Pay Policy Statement (as attached at Appendix A) and refers it to the next meeting of the Full Council on 8 March 2023 for approval.

1. WHY THIS REPORT IS NEEDED

- 1.1 Section 38(1) of the Localism Act 2011 requires local authorities to produce an annual pay policy statement.

2. REASONS FOR RECOMMENDATIONS

- 2.1 To comply with the Localism Act 2011, associated statutory guidance, the transparency requirements on remuneration as set out in the Local Government Transparency Code 2015 issued by the Department for Communities and Local Government in February 2015 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 8 March 2023 prior to publication.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 Not applicable

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

- 5.2.1 The costs of implementing the Pay Policy are provided for within existing approved Budgets.

5.3 Social Value

- 5.3.1 Not applicable

5.4 Legal and Constitutional References

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

The pay policy statement for a financial year must set out the authority's policies for the financial year relating to—

- (a) the remuneration of its chief officers,
- (b) the remuneration of its lowest-paid employees, and
- (c) the relationship between—
 - (i) the remuneration of its chief officers, and
 - (ii) the remuneration of its employees who are not chief officers.

5.4.2 The Council's Constitution, Article 7 (Committees, Forums, Working Groups and Partnerships) designates the [Constitution and General Purposes] Committee as responsible for overseeing the Council's governance arrangements, which cover staffing matters, including, inter alia:

- Salaries and terms and conditions;
- pay and reward strategy; and
- developing the annual pay policy statement for Full Council approval

5.5 **Risk Management**

5.5.1 Not applicable

5.6 **Equalities and Diversity**

5.6.1 Not directly applicable

5.7 **Corporate Parenting**

5.7.1 Not applicable

5.8 **Consultation and Engagement**

5.8.1 Not applicable

5.8 **Insight**

5.8.1 Not applicable

6. **BACKGROUND PAPERS**

6.1 Local Government Transparency Code 2015
(<https://www.gov.uk/government/publications/local-government-transparency-code-2015>)

6.2 Localism Act 2011 (<https://www.legislation.gov.uk/ukpga/2011/20/contents/enacted>)

6.3 The Code of Recommended Practice for Local Authorities on Data Transparency
(https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/5967/1997468.pdf)