

<b>Title of Report</b>	<b>PAY POLICY STATEMENT 2022/23</b>	
<b>Presented by</b>	Councillor Robert Ashman Deputy Leader	
<b>Background Papers</b>	Held in room 125 of the Council Offices and on the I-Trent HR/Payroll system. Some of the papers are confidential because they relate to individual employees	<b>Public Report: Yes</b>
<b>Financial Implications</b>	No additional financial implications.	
	<b>Signed off by the Section 151 Officer: Yes</b>	
<b>Legal Implications</b>	The Council is required to produce a pay policy statement in line with Section 38 of the Localism Act 2011.	
	<b>Signed off by the Monitoring Officer: Yes</b>	
<b>Staffing and Corporate Implications</b>	This report relates to the pay and remuneration arrangements for the Council's most senior employees.	
	<b>Signed off by the Head of Paid Service: Yes</b>	
<b>Purpose of Report</b>	The Council is required by the Localism Act 2011 to prepare and approve a pay policy statement in respect of each financial year before the commencement of that financial year. This report has been produced to provide the relevant information in accordance with the relevant provisions of the Act.	
<b>Recommendation</b>	<b>THAT THE COUNCIL APPROVES THE PAY POLICY STATEMENT 2022/23 AS ATTACHED AT APPENDIX 1 OF THIS REPORT.</b>	

## 1.0 BACKGROUND

- 1.0 Under Section 38 of the Localism Act 2011, the Council is required to produce a Pay Policy Statement for each financial year, which must be approved by full Council before the beginning of the financial year to which it relates.

1.1 The Statement must set out the Council's policies in relation to:

- Senior Officers
- Its lowest paid employees; and
- The relationship between the pay of Senior Officers and the pay of other employees

1.3 For the purposes of this statement 'pay' includes basic salary, bonuses and all other allowances arising from employment.

1.4 The proposed pay policy statement attached sets out the Council's policy and explains the processes that apply to performance management and assessment. The Policy Statement also details the other benefits payable to Senior Officers and the approach to the engagement of Interim Senior Officers who may be in receipt of a previous public sector pension.

1.5 In accordance with the requirements of the Localism Act 2011, the statement details the Council's pay multiple, which is the relationship between the median average pay of the Council's workforce compared to the salary of the most Senior Officer (the Chief Executive).

## 2.0 **CHANGES**

2.1 The following changes are worthy of mention in this year's Pay Policy Statement: -

- The senior management structure of the Council comprises a Chief Executive, two Strategic Directors and eight Heads of Service. A further Head of Service, the Joint Strategic Planning manager, although employed by this Council is a shared funded post with other Leicestershire and Rutland partner Councils.
- The Head of Customer Services left the Council in June 2021 and has not been directly replaced. The permanent Head of Finance left at the end of January 2022, and the Interim Head of Finance (maternity cover) will leave at the end of March 2022. The restructured role of Head of Finance and Customer services was advertised in late 2021 and at the time of writing this report the final selection stage has taken place as a consideration by the Appointments Committee in February 2022 and an offer of employment has been made to the successful applicant.
- (Paragraph 3.5) Cost of living pay increases are determined under national consultative arrangements. The cost of living pay increase for 2021/22 had not been determined at the time this report was prepared (February 2022.) for the majority of the Councils employees. However, pay agreements have been concluded at 1.5% (decided at national level) for the officers covered by this statement.
- (Paragraph 5.2). The pension discretions applicable to all employees including Senior Officers were reviewed and updated in September 2018.
- (Paragraph 6.0) The professional fees policy for all employees was revised and updated in accordance with an audit report recommendation. The Council will now pay the professional fees for any officer where it is a requirement for their specific job role

- (Paragraph 11.2). The Council agreed to adopt the “Voluntary Living Wage” from 1<sup>st</sup> April 2014. The Living Wage rate changed to £18,713 per annum (£9.90 per hour) in November 2021.
- Paragraph 11.3 The median average pay of the Council’s workforce in February 2022 (including overtime payments) was £25,481 which, when compared to the salary of the most highly paid Senior Officer at £131,570 per annum, produces a pay multiple factor of 5.24. The ratio has increased slightly from last year when the ratio was 5.16 – but this is attributable to the pay award increase that has been applied to the Chief Executive’s pay - while the pay award for other employees has not been agreed. If this pay award is not applied the factor is the same as the previous year.

<b>Policies and other considerations, as appropriate</b>	
Council Priorities:	No specific links to Council priorities.
Policy Considerations:	The Council’s Pensions Discretions Policy and Employment Stability Policy are relevant.
Safeguarding:	No specific considerations
Equalities/Diversity:	No specific considerations
Customer Impact:	No direct impacts
Economic and Social Impact:	Not applicable
Environment and Climate Change:	No direct impacts
Consultation/Community Engagement:	A copy of the report has been provided to the local trade unions and to the employees in the job roles detailed in the report.
Risks:	No specific risks
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