
Statutory Pay Policy 2017 - Summary Report

Committee considering report:	Personnel Committee
Date of Committee:	08 February 2017
Portfolio Member:	Councillor James Fredrickson
Date Portfolio Member agreed report:	18 January 2017
Report Author:	Katie Penlington
Forward Plan Ref:	C3122

1. Purpose of the Report

- 1.1 To seek the recommendation of the Personnel Committee that the Statutory Pay Policy Statement be submitted to Council for approval for publication from 1st April 2017.

2. Recommendation

- 2.1 That Personnel Committee recommends the policy statement attached as Appendix C be submitted for approval by Council for publication in accordance with s38 of the Localism Act 2011.

3. Implications

- 3.1 **Financial:** None
- 3.2 **Policy:** None
- 3.3 **Personnel:** None
- 3.4 **Legal:** None
- 3.5 **Risk Management:** None
- 3.6 **Property:** None
- 3.7 **Other:** None

4. Other options considered

- 4.1 Not applicable – this is a statutory requirement.

5. Executive Summary and Report

- 5.1 Section 38 of the Localism Act 2011 requires local authorities to publish an annual pay policy statement. The method of publication is at the discretion of the authority, but it is expected to comply with the principles set out in the Local Government Transparency Code. The statement must be approved by the full Council.
- 5.2 Council approved the annual publication of the statement, in principle, on 1st March 2012. This report seeks to obtain Corporate Board's recommendation that the 2016 statement be submitted to Council for approval, for publication with effect from 1st April 2017.
- 5.3 The statement should set out the policies in relation to:
- (1) Remuneration of its chief officers
 - (2) The remuneration of its lowest paid employees (and our definition and reasons for defining it)
 - (3) The relationship between the remuneration of its chief officers and those who are not chief officers
- 5.4 The definition of chief officers includes the Chief Executive, the Monitoring Officer, the Section 151 Officer, Corporate Directors, as well as those who report directly to any of these post holders. Thus, in West Berkshire Council, this definition would include all Heads of Service.
- 5.5 Chief Officer remuneration includes salary, bonuses, performance-related pay, fees or allowances (including as returning officer), benefits in kind, etc. The policy should also state how chief officer salary will be determined on appointment and any arrangements for payments upon leaving office.
- 5.6 The Pay Policy Statement for 2017 has been updated to reflect the increase to the Living Wage by the Living Wage Foundation to £8.45 per hour. The Council pays a 'living wage supplement' to corporate employees who would otherwise be paid less than £8.45 per hour.
- 5.7 A two year pay award came into effect from April 2016. The increase for spinal column points 6 to 17 from April 2017 will be between 3.4% and 1.3%, those on scp 18 to 49 will receive 1%.

6. Conclusion

- 6.1 The Pay Policy Statement attached as Appendix C should be published on the Council website with effect from 1st April 2017, to comply with our statutory duty under the Localism Act.

7. Appendices

- 7.1 Appendix A - Supporting Information
- 7.2 Appendix B – Equalities Impact Assessment
- 7.3 Appendix C –draft Statutory Pay Policy 2017