
Statutory Pay Policy 2018

Committee considering report:	Council on 1 March 2018 Personnel Committee on 12 February 2018
Portfolio Member:	Councillor Graham Bridgman
Date Portfolio Member agreed report:	11 January 2018
Report Author:	Katie Penlington
Forward Plan Ref:	C3278

1. Purpose of the Report

- 1.1 To seek Council's approval of the Statutory Pay Policy Statement for publication from 1st April 2018.

2. Recommendation

- 2.1 Council is asked to approve the policy statement attached as appendix C for publication in accordance with s38 of the Localism Act 2011.

3. Implications

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| 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.

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- 4.2 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.
- 4.3 Council approved the annual publication of the statement, in principle, on 1st March 2012. This report seeks Council's for approval, for publication of the 2018 Pay Policy Statement (attached at appendix C) with effect from 1st April 2018.
- 4.4 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
- 4.5 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.
- 4.6 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.
- 4.7 The Pay Policy Statement for 2018 has been updated to reflect the increase to the Living Wage by the Living Wage Foundation to £8.75 per hour. The Council pays a 'living wage supplement' to corporate employees who would otherwise be paid less than £8.75 per hour.
- 4.8 *The pay award effective from April 2018 has yet to be agreed, figures in the policy in italics will be revised once the pay award is agreed.*

5. Conclusion

- 5.1 The Pay Policy Statement attached as Appendix C should be published on the Council website with effect from 1st April 2018, to comply with our statutory duty under the Localism Act.

6. Appendices

- 6.1 Appendix A - Supporting Information
- 6.2 Appendix B – Equalities Impact Assessment
- 6.3 Appendix C –draft Statutory Pay Policy 2018