

# Statutory Pay Policy 2020

<b>Committee considering report:</b>	Personnel Committee on 11 February 2020 Council on 3 March 2020
<b>Portfolio Member:</b>	Councillor Howard Woollaston
<b>Date Portfolio Member agreed report:</b>	17 January 2020
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<b>Forward Plan Ref:</b>	C3813

## 1. Purpose of the Report

- 1.1 To seek Council's approval of the Statutory Pay Policy Statement for publication from 1st April 2020.

## 2. Recommendation

- 2.1 To seek Council's approval of the Statutory Pay Policy Statement for publication from 1st April 2020.

## 3. Implications and Impact Assessment

Implication	Commentary			
<b>Financial:</b>	None			
<b>Human Resource:</b>	None			
<b>Legal:</b>	None			
<b>Risk Management:</b>	None			
<b>Property:</b>	None			
<b>Policy:</b>	None			
	<b>Positive</b>	<b>Neutral</b>	<b>Negative</b>	<b>Commentary</b>
<b>Equalities Impact:</b>		X		
<b>A</b> Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		X		

<b>B</b> Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		X		
<b>Environmental Impact:</b>		X		
<b>Health Impact:</b>		X		
<b>ICT or Digital Services Impact:</b>		X		
<b>Council Strategy Priorities or Business as Usual:</b>		X		
<b>Data Impact:</b>		X		
<b>Consultation and Engagement:</b>	Corporate Board, Operations Board, Personnel Committee			

#### 4. Executive Summary

- 4.1 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.
- 4.2 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 2020 Pay Policy Statement (attached at appendix C) with effect from 1st April 2020.
- 4.3 The statement should set out the policies in relation to;
  - 4.4 Remuneration of its chief officers
  - 4.5 The remuneration of its lowest paid employees (and our definition and reasons for defining it)
  - 4.6 The relationship between the remuneration of its chief officers and those who are not chief officers
- 4.7 The definition of chief officers includes the Chief Executive, the Monitoring Officer, the Section 151 Officer, Executive 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.

4.8 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.

4.9 *The figures in the policy statement in italics will be revised once the pay award has been implemented, as their calculation relies on the HR information system.*

## **5. Conclusion**

5.1 The Pay Policy Statement attached as Appendix C should be published on the Council website with effect from 1st April 2020, to comply with our statutory duty under the Localism Act.

## **6. Appendices**

6.1 Appendix A – Draft Statutory Pay Policy 2020