
Meeting: General Purposes Committee
Date: 9 February 2012
Subject: Pay Policy Statement 2012/13
Report of: Deb Clarke, Assistant Chief Executive, People & Organisation
Summary: The report proposes the adoption of a pay policy statement which is a legislative requirement under the Localism Act 2011. The pay policy statement must be approved by the Council before 31 March 2012.

Advising Officer: Catherine Jones, Head of HR Policy & Development
Contact Officer: Catherine Jones, Head of HR Policy & Development
Public/Exempt: Public
Wards Affected: N/A
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

- This report and the attached Pay Policy Statement does not directly support the Council's priorities but meets the requirements of the Localism Act 2011. The Pay Policy sets out how the Council pays and rewards its employees in a fair and equitable manner taking account of market pressures so that the Council is able to attract and retain the people required to secure the delivery of its priorities.

Financial:

1. There are no direct financial implications arising from this report or the attached Pay Policy Statement.

Legal:

2. The attached Pay Policy Statement complies with Sections 38-43 of the Localism Act 2011. The Act requires all local authorities to prepare, approve and publish a pay policy statement for the financial year 2012/13 and for each subsequent year. The Statement attached at Appendix A been prepared to fulfil this statutory obligation.

Risk Management:

3. There are no risks for the Council arising from this report as it brings together into one document previously published information.

Staffing (including Trades Unions):

4. The attached Pay Policy Statement has been shared with the Trade Unions although the Pay Policy brings together a number of other policies already published which have previously been the subject of trade union consultation. Any feedback from trade union consultation will be presented to the Committee.

Equalities/Human Rights:

5. The Pay Policy Statement will apply to all employees (regardless of their protected characteristic) as appropriate to their level in the organisation and the relevant terms and conditions of employment.
6. The Pay Policy Statement brings together information from existing policies and documents. These documents have previously been scrutinised to ensure that they comply with the Council's equalities duties.
7. The Statement should have a positive impact in terms of equality by helping to promote openness and transparency in relation to pay.
8. Where the provisions of the Localism Act require disclosure of data relates to individuals, this is permitted by Article 8 (2) of the Human Rights Act and Section 35 (1) of the Data Protection Act. The Council will not publish more information than is necessary to comply with the Act.

Community Safety:

9. Not Applicable.

Sustainability:

10. Not Applicable.

Procurement:

11. Not applicable.

RECOMMENDATION(S):**The Committee recommends the Council to:**

1. **approve the attached Pay Policy Statement 2012/13 and agree that it will be published on the Council's web site before 31 March 2012.**

Background

12. In November 2011, the Localism Act received Royal Assent. Sections 38-43 of the Act require all local authorities to prepare, approve and publish a pay policy statement.

13. This legislation extends the existing requirements under the Code of Transparency to publish Chief Officer remuneration on the Council's website. The Council already complies with this requirement.
14. The legislation draws on Hutton's Fair Pay Review in the Public Sector 2011 introducing requirements to compare the policies on remuneration of chief officers and other employees in the authority and set out a policy on the lowest paid. The Act does not apply to local authority schools.

Pay Policy 2012/13

15. The attached draft Pay Policy Statement 2012/13 (Appendix A) meets the requirements of the Localism Act and refers to information regarding existing policies and terms and conditions that have been previously agreed either through the Shadow Executive in the year prior to the establishment of Central Bedfordshire Council, or subsequently agreed by the General Purposes Committee or Corporate Management Team where applicable.

Responsibility for decisions on remuneration

16. The provisions of the Act bring together three strands of increasing accountability, transparency and fairness in setting local pay.
17. Under the existing terms of reference for the General Purposes Committee the attached policy would be approved by the Committee and adopted by the Council. Details of Chief Officer pay is covered by the Appointments Committee at the time of appointing to the post.
18. However one of the requirements of the Act is that the Pay Policy Statement and any subsequent amendments must be approved by Full Council and provides that this should take place before 31st March 2012.
19. The Act seeks to ensure that policies and decisions on the pay and reward of the most senior staff are set within the context of the pay of the wider workforce.

Appendices:

Appendix A – Draft Pay Policy Statement 2012/13

Background Papers: (open to public inspection)

The Localism Act 2011

Communities and Local Government – Code of Recommended Practice for Local Authorities on Data Transparency