

# Central Bedfordshire Council

General Purposes Committee

13 December 2018

## Pay Policy Statement 2019/20

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**Responsible Director:** Charles Warboys, Director of Resources  
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**This report relates to a decision that is Non-Key**

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### Purpose of this report

The report sets out the details of the Pay Policy Statement 2019/20 which is a requirement for the Council to adopt by 31 March 2019.

### RECOMMENDATIONS

The Committee is asked to:

1. **Approve the attached Pay Policy Statement for 2019/20**
2. **Recommend to Full Council that the Pay Policy be adopted and published on the Council's website with effect from 1 April 2019**

### Overview and Scrutiny Comments/Recommendations

1. Under the Council's Constitution, this is a matter for the General Purposes Committee and therefore has not been submitted to Overview and Scrutiny.

### Background

2. The Localism Act Sections 38-43 set out requirements for all Local Authorities to publish a comprehensive Pay Policy Statement which is reviewed and updated annually.

3. The legislation extends further the existing requirements under the Code of Transparency to publish Chief Officer remuneration on the website and ensure that Full Council has the opportunity to approve senior appointments or severance arrangements outside of existing approved policies and pay arrangements.
4. The attached draft Pay Policy Statement 2019/20 (Appendix 1) reflects existing terms and conditions that have been secured at the appropriate level through the Council's governance arrangements.
5. The Constitution sets out that all chief officer level senior appointments must be made by the Appointments panel and this provides the necessary checks within the Council to ensure that salary packages are appropriate and proportionate to the roles and responsibilities held and relevant market forces and existing pay arrangements already in place are taken into account.
6. The Pay Policy Statement also sets out that in the event of an exceptional discretionary payment being proposed as part of a severance package, which is outside our statutory or contractual arrangements, General Purposes Committee would need to make a recommendation to Full Council for approval.

## **Issues**

7. The Pay Policy Statement reflects the existing pay arrangements following the national pay award that covers the period to 31 March 2019.
8. If there are necessary changes to the Pay Policy that result from a change in legislation or strategy, such as the introduction of the cap on Public Sector Termination Payments or Recovery of Exit Payments, any revised Pay Policy Statement will be brought to General Purposes Committee for consideration prior to being presented to Full Council.

## **Responsibility for decision on remuneration**

9. The provisions of the Localism Act bring together accountability, transparency and fairness in setting local pay, with Councillors being given a defined role in determining pay, ensuring that decisions are taken by those who are directly accountable to local people.
10. Under the existing terms of reference for the General Purposes Committee the attached Policy Statement would be approved by the Committee and no further consideration would be required.
11. However, one of the requirements of the Localism Act is the Pay Policy Statement and any subsequent amendments must be approved by Full Council and this should be in time for publication from 1 April each year.
12. The recommendations set out in this report deal with this requirement.

13. The Act ensures that policies and decisions on the pay and reward of the most senior staff are set clearly within the context of the pay of the wider workforce.

### **Reason for decision**

14. To meet the statutory requirement to publish annually a Pay Policy Statement that has been approved by Full Council.

### **Council Priorities**

15. This report and the attached Pay Policy Statement do not directly support the Council's priorities but meets the requirements of the Localism Act. 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 resources required to support the delivery of its priorities.

### **Corporate Implications**

### **Legal Implications**

16. The attached Pay Policy complies with Sections 38-43 of the Localism Act which requires that all authorities publish a Pay Policy to enable greater transparency towards Chief Officer pay.

### **Financial and Risk Implications**

17. There are no direct implications from this report or the attached Pay Policy Statement.

### **Equalities Implication**

18. Central Bedfordshire Council has a statutory duty to promote equality of opportunity, eliminate unlawful discrimination, harassment and victimisation and foster good relations in respect of nine protected characteristics; age disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The Pay Policy will apply to all employees regardless of protected characteristic as appropriate to their level in the organisation and the relevant terms and conditions of their employment.

19. The Pay Policy brings together information from existing policies and documents. These documents have previously been scrutinized to ensure that they comply with the council's equalities duties and equality impact assessments carried out as appropriate.
20. Where the recommendations under the Localism Act regarding the 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 data than is required to comply with the legislation.

## **Conclusion and next Steps**

21. The Localism Act requires the publication of an annual Pay Policy Statement.
22. The Committee is asked to approve the attached Pay Policy Statement for 2019/20 and make recommendations to the Full Council that his be adopted and published in accordance with the Act.

## **Appendices**

### **Appendix A: Draft Pay Policy Statement 2019/20**

## **Background Papers**

### **Background Papers** (open to public inspection)

- The Localism Act 2011
- Communities and Local Government –Local Government Transparency Code
- Openness and accountability in local pay: guidance under Section 40 of the Localism Act 2011.
- Openness and accountability in local pay: guidance under Section 40 of the Localism Act 2011 Supplementary guidance February 2013.

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