

Report Originator	Head of Service sponsor	Date Originated	
Lorraine Sibson	Lee Pound	24 January 2024	
Lead Member Name:	Area of Responsibility:		
Dominic Sokalski	Resources and Shared Services		
CMT Date:	23 January 2024		
JLT Date (if applicable):	n/a		
REASON FOR REPORT			
Reason	JLT/CMT Feedback for Officer and further instructions		Recommendation to JLT/CMT:
Consultees consulted	Finance Yes Date: CMT 23 January 2024	Legal Yes Date: CMT 23 January 2024	Head of Service/Other No Date:
Consultees to be consulted following CMT before report publication	Chief Executive	Shared Director of Finance	
PROPOSED ROUTE FOR FURTHER APPROVAL			
			Date
Committee			n/a
Council (if required)			20 February 2024

## COUNCIL – 20 February 2024

### PART I

#### COUNCIL PAY POLICY STATEMENT 2024

(CED)

#### Part I

##### 1. Description

1.1 Council are asked to agree the Council's Pay Policy Statement 2024 prior to publication on the Council's Website.

##### 2 Summary

2.1 The Council's success relies on the talent and contribution of its workforce enabling and ensuring it meets its objectives. The Council's Pay Policy Statement seeks to

ensure the Council is able to attract, recruit, retain and engage the right people in order to achieve this.

- 2.2 The Pay Policy Statement pulls together all the elements that make up the Council's financial reward practices. It provides assurances of our consistency, fairness and transparency and gives clarity to all our stakeholders about how and what our people are rewarded for. It defines the level and elements of remuneration for Chief Officers in accordance with the requirements of section 38(1) of the Localism Act 2011.
- 2.3 The Localism Act 2011 requires the Council to publish its position on 1 April each year in relation to specific areas of chief officers pay as follows: - remuneration levels, all other payments, incremental progression, performance related pay, bonus payments, redundancy, severance/ compensation, and retirement payments, and the Council's policy on the re-engagement of chief officers. This Pay Policy Statement sets out the Council's position in these areas. The report is the same as in previous years with updated staffing and pay rate information.
- 2.4 The recommendation of the Hutton Report into "Fair Pay in the Public Sector" as recognised by the Government in the Code of Recommended Practice for Local Authorities on Data Transparency, was that a pay ratio of the salary of the Chief Executive compared to the median average salary in the organisation should be published. This is set out in Section 18 of the Pay Policy Statement, which shows the ratio to be 1:4.6. The Council does not have a policy on maintaining or reaching a specific pay multiple but is conscious of the need to ensure that the salary of the highest paid employee is not excessive but is consistent with the needs of the Council as expressed in this policy statement.
- 2.5 The Hutton report raised concerns about multiples in the order of 1:20 or higher between the lowest and highest paid employees in local authorities. The Council's current lowest to highest ratio is 1:6.4, which, is considerably lower. The lowest graded job in the council is £22,955 per annum or £11.90 per hour (based on a 37 hour working week). This is remunerated in line with the Real Living Wage (RLW) threshold of £10.90 per hour for 2022/23. RLW for 2023/24 will increase to £12.00 per hour. This increase will be applied on 1 April 2024 and the lowest graded job will be aligned to it at that time.

### **3. Options and Reasons for Recommendations**

- 3.1 That Council approve the Council Pay Policy Statement prior to its publication.

### **4. Policy/Budget Reference and Implications**

- 4.1 The recommendations in this report are within the Council's agreed policy and budgets.
- 4.2 The impact of the recommendations on this is non-compliance with requirements of the Localism Act 2011.

### **5. Financial Implications**

- 5.1 There are no financial implications as a result of this report.

### **6. Legal Implications**

- 6.1 It is a requirement of the Localism Act 2011 that this be reported annually to Council and published on 1 April each year.

## 7. Equal Opportunities Implications

Has a relevance test been completed for Equality Impact? Having had regard to the council's obligations under s149, it is considered that as this is not a new policy and the data does not indicate any equalities issues that no updated EIA is required.	No
Did the relevance test conclude a full impact assessment was required?	No

## 8. Staffing, Environmental, Community Safety, Public Health, Customer Services Centre Implications

8.1 None Specific

## 9. Communications and Website Implications

9.1 The Council Pay Policy Statement is required to be published on the Council's Website.

## 10. Risk and Health & Safety Implications

- a. The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council's duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.

Nature of Risk	Consequence	Suggested Control Measures	Response <i>(tolerate, treat, terminate, transfer)</i>	Risk Rating <i>(combination of likelihood and impact)</i>
Council does not fulfil requirements of Localism Act 2011 in publishing the pay policy.	The Localism Act is not complied with.	The Council Pay Policy Statement is published.	Treat.	2

- b. The above risks are scored using the matrix below. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood scores 6 or less.

<b>Likelihood</b> Very Likely ----- Remote	<b>Low</b> 4	<b>High</b> 8	<b>Very High</b> 12	<b>Very High</b> 16
	<b>Low</b> 3	<b>Medium</b> 6	<b>High</b> 9	<b>Very High</b> 12
	<b>Low</b> 2	<b>Low</b> 4	<b>Medium</b> 6	<b>High</b> 8
	<b>Low</b> 1	<b>Low</b> 2	<b>Low</b> 3	<b>Low</b> 4
<b>Impact</b> Low -----► Unacceptable				

**Impact Score**

**Likelihood Score**

4 (Catastrophic)

4 (Very Likely (≥80%))

3 (Critical)

3 (Likely (21-79%))

2 (Significant)

2 (Unlikely (6-20%))

1 (Marginal)

1 (Remote (≤5%))

- c. In the officers' opinion none of the new risks above, were they to come about, would seriously prejudice the achievement of the Strategic Plan and are therefore operational risks. The effectiveness of the management of operational risks is reviewed by the Audit Committee annually.

**11. Recommendation**

- a. That the report is agreed.

Report prepared by: Loraine Sibson, HR Operations Lead

**APPENDICES / ATTACHMENTS**

Appendix A – Council Pay Policy Statement 2024