

SOUTH HOLLAND DISTRICT COUNCIL

Report of: Tracey Carter, Portfolio Holder, Governance and Customer
Maxine O'Mahony, Executive Director Strategy & Governance

To: South Holland District Council, 26 February 2020

Author: Claire Burton, HR Manager (Spalding)

Subject: Pay Policy Statement 2020/21

Purpose: To seek approval of the Pay Policy Statement

Recommendation:

1) That the Pay Policy Statement is approved.

1.0 BACKGROUND

- 1.1 Under section 38 of the Localism Act, a pay policy statement is required to be produced annually. This has been a requirement since 2012/13.
- 1.2 A pay policy statement for a financial year must set out the Authority's policies for the financial year relating to:
- the remuneration of chief officers
 - the remuneration of the lowest paid employees
 - the relationship between chief officers remuneration and that of other officers
- 1.3 The Pay Policy Statement is for financial year 2020/21 and can be seen in Appendix A.
- 1.4 The Pay Policy Statement for 2020/21 must be approved by Council hence the reason for this report. The Authority may amend the policy during the period that the policy covers.
- 1.5 The statement must include the authority's policies relating to:
- a) the level and elements of remuneration for each chief officer
 - b) remuneration of chief officers on recruitment
 - c) increases and additions to remuneration for each chief officer
 - d) the use of performance related pay for chief officers
 - e) the use of bonuses for chief officers
 - f) the approach to the payment of chief officers on their ceasing to hold office under or to be employed by the authority, and
 - g) the publication of and access to information relating to remuneration of chief officers.

1.6 The term 'remuneration' covers:

- a) the chief officer's salary or, in the case of chief officers engaged by the authority under a contract for services
- b) payments made by the authority to the chief officers for those services
- c) any bonuses payable by the authority to the chief officers
- d) any charges, fees or allowances payable by the authority to the chief officers
- e) any benefits in kind to which the chief officers are entitled as a result of the chief officer's office or employment
- f) any increase in or enhancement of the chief officer's pension entitlement where the increase or enhancement is as a result of a resolution of the authority, and
- g) any amounts payable by the authority to the chief officers on the chief officers ceasing to hold office under or be employed by the authority, other than amounts that may be payable by virtue of any enactment.

1.7 The definition of chief officers (as set out in section 43(2)) is not limited to heads of paid service or statutory chief officers. It also includes those who report directly to the head of paid service or statutory chief officers (non-statutory chief officers) and to those who report directly to non-statutory chief officers.

1.8 A pay policy statement for a financial year may also set the Authority's policies for the financial year relating to the other terms and conditions applying to the authority's chief officers. The pay policy statement, once approved must be published on the Council's website as near to 31 March 2020 as possible.

1.9 This year the Pay Policy Statement also includes our Gender Pay Gap figure as at the 'snapshot date' of 31 March 2019. Our figure is -2.84% which is an improvement on last year at 1.5%. This essentially means that women's mean (average) pay is 2.84% higher than men's.

2.0 OPTIONS

2.1 A Pay Policy Statement must be published. However, amendments may wish to be made to the Policies adopted.

3.0 REASONS FOR RECOMMENDATION

3.1 To comply with the Localism Act 2011 requirements.

4.0 EXPECTED BENEFITS

4.1 It is a legal requirement to ensure that a Local Authority has a published Pay Policy Statement.

5.0 IMPLICATIONS

5.1 Carbon Footprint/Environmental Issues

5.1.1 None

5.2 Constitution & Legal

5.2.1 It is a legal requirement to ensure that the Authority has a Pay Policy Statement and that this is published as near to 31 March as possible.

5.3 Contracts

5.3.1 None

5.4 Corporate Priorities

5.4.1 The pay decisions are made with the intention of supporting the Councils' corporate priority of providing the right services, at the right time, in the right way by ensuring the recruitment of high calibre individuals are in place to help deliver the corporate vision.

5.5 Crime and Disorder

5.5.1 None

5.6 Equality and Diversity/Human Rights

5.6.1 The pay decisions made are fair, equitable and transparent.

5.7 Financial

5.7.1. None

5.8 Health and Well-being

5.8.1 None

5.9 Reputation

5.9.1 None

5.10 Risk Management

5.10.1 It is a legal requirement to ensure that the Authority has a Pay Policy Statement

and that this is published as near to 31 March as possible.

5.11 Staffing

5.11.1 None

5.12 Stakeholders / Consultation / Timescales

5.12.1 None necessary

5.13 Transformation Programme

5.13.1 None

6.0 WARDS/COMMUNITIES AFFECTED

6.1 It is the opinion of the Report Author that there are no areas within the community which will be affected by the recommendation

7.0 ACRONYMS

7.1 None used

Background papers:- None

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Key Decision: No

Appendices attached to this report:

Appendix A Pay Policy Statement 2020/21