

Harborough District Council

Report 1 to Employment Committee 13th February 2023



Title:	Pay Policy 2023/24
Status:	Public
Key Decision:	N/A
Report Author:	Rebecca Jenner, Head of HR
Portfolio Holder:	Councillor Dann
Appendices:	Appendix 1 - Pay Policy Statement 2023 Appendix 2 - Pay Scales 2022/23 and 2021/22

Executive Summary

The Localism Act 2011 requires all local authorities to produce a Pay Policy Statement in relation to transparency which is to be published on the Council website annually.

The Pay Policy Statement must articulate the Council's approach to a range of issues relating to the pay of its workforce.

The policy is essentially a collection of statements reflecting Harborough District Council's practices on pay for Chief Officers as defined in the Localism Act 2011 and under Section 2(6) of the Local Government and Housing Act 1989.

This Pay Policy Statement is a statement of fact, it is a legal requirement to produce and publish a Pay Policy Statement, therefore there are no alternative options to consider.

Recommendations

That the Employment Committee approve the Pay Policy Statement for 2023/24 as attached at Appendix A and recommend to Council for adoption.

Reasons for Recommendations

At the Council Meeting in February 222, it was agreed to revise and update the Pay Policy Statement for 2023/24 and to ask the Employment Committee to consider and agree the revisions and recommend to Council it's adoption for the forthcoming financial year.

1. Purpose of Report

Full Council wishes the Employment Committee to review the proposed updated Pay Policy for 2023/24 and recommend for adoption to Council ahead of 2023/24 Financial Year.

2. Background

At Council in February 2022, it was recommended the annual Pay Policy Statement for 2023/24 was brought to the Employment Committee to consider some revisions and updates and recommend to Council to adopt the Policy for the financial year 2023/24.

Under Section 38 of the Localism Act 2011, the Council is required to produce a Pay Policy Statement for each financial year, which must be approved by full Council before the beginning of the financial year to which it relates.

The Statement must set out the Council's policies in relation to:

- Senior Officers
- Its lowest paid employees; and
- The relationship between the pay of Senior Officers and the pay of other employees

3. Details

The aims of the Pay Policy Statement, (a statement of a council's pay practices for Chief Officers as defined in the Localism Act 2011 and under Section 2(6) of the Local Government and Housing Act 1989), is to create transparency for staff and the public in connection to the pay of the Council's most senior staff. It is also intended to raise the awareness of pay differences between lower paid members of staff and those at the very top of the organisation.

In accordance with the requirements of the Localism Act 2011, the statement details the Council's pay multiple, which is the relationship between the median average pay of the Council's workforce compared to the salary of the most Senior Officer (the Chief Executive).

The following changes are worthy of mention in this report: -

- Following a reorganisation of the Corporate Management Team, and the Senior Leadership Team (SLT) in December 2022, there have been job title changes across the two groups of chief officers, (Service Managers new job title is Head of Service), there have also been some grade changes amongst some members SLT.
- The cost of living pay increase for staff on National Joint Council (NJC) terms and conditions from 2021/22 had not been determined at the time last year's report was prepared (February 2022.) National pay agreements concluded at 1.5%.
- The pay award for NJC staff from April 2021 has now been superseded.
- The pay award from April 2022 was agreed in November 2022 at a fixed annual rate of £1925 for grades up to and including grade 14, Deputy Chief Executive.
- The Joint Negotiating Committees for Chief Executives reached an agreement with a pay award of 1.5%, this was effective from 1st April 2021.
- The pay award from April 2022 was agreed in November 2022 at a fixed annual rate of £1925 for the Chief Executive.

Negotiations for the 2023/24 pay are yet to be negotiated and agreed.

4. Implications of Decisions

None, the pay Policy Statement is a statement of fact.

4.1 Corporate Priorities

The Pay Policy Statement complies with our legal obligations in addition to demonstrating transparency to the public, our communities and staff and therefore applies to all of the Councils priorities as shown in the [Corporate Plan](#).

4.2 Financial

Actual pay and estimated pay increases are included in the 2023/24 Budget and Medium-Term Financial Strategy (2024/25 to 2027/28) which was approved by [Cabinet](#) (Agenda Item 5) on the 16th January and was then considered by [Scrutiny](#) (Agenda Item 7) on the 19th January. The pay for 2022/23 has contributed to the current Quarter 2 forecast overspend that was reported to [Cabinet](#) on the 5th December.

As required by the respect Accounts & Audit Regulations, the Council discloses senior officer pay in its statutory accounts. The [2021/22](#) draft (unaudited) statement of accounts include the latest published senior officer information; the latest audited accounts are those applicable to [2020/21](#).

4.3 Legal

All authorities are required to produce and publish a Pay Policy Statement to meet the requirement of section 38(1) of the Localism Act (2011).

In determining the pay and remuneration of council employees, the council will comply with all relevant employment legislation. This includes the Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, The Agency Workers Regulations 2010 and where relevant, the Transfer of Undertakings (Protection of Earnings) Regulations. With regard to the Equal Pay requirements contained within the Equality Act, the council ensures that all pay arrangements can be objectively justified through the use of Job Evaluation methods.

4.4 Policy

This pay policy statement will be reviewed annually and presented to full Council for consideration in order to ensure that a policy is in place for the council for the beginning of each financial year.

The Council will publish the Pay Policy Statement on its website as soon as is reasonably practicable after it has been approved by Council. Any subsequent amendments to the statement made during the financial year to which it relates will also be similarly published.

4.5 Environmental Implications including contributions to achieving a net zero carbon Council by 2030

None as far as this report is concerned.

4.6 Risk Management

None as far as this report is concerned.

4.7 Equalities Impact

None as far as this report is concerned.

4.8 Data Protection

None as far as this report is concerned.

5. Summary of Consultation and Outcome

Unison has been consulted regarding this policy and will be consulted again with any subsequent amendments.

6. Alternative Options Considered

None, due to the Pay Policy Statement being a legal requirement.

7. Background papers

Discretion Pension Policy 2009 & Pensions Discretions Addendum June 2019 [Other HR policies and procedures - HDC intranet \(harborough.gov.uk\)](#)