

**TELFORD & WREKIN COUNCIL**

**PERSONNEL BOARD - 19<sup>th</sup> FEBRUARY 2013**

**PUBLICATION OF THE COUNCIL'S PAY POLICY STATEMENT**

**REPORT OF ASSISTANT DIRECTOR: CUSTOMER AND PEOPLE SERVICES**

**1. PURPOSE**

- 1.1 To agree the content of the Council's updated pay policy 2013/14, required for publication by the Localism Act 2011.

**2. RECOMMENDATION**

**That the Personnel Board:**

- 2.1 Agrees the content of the Council's Pay Policy Statement for publication on the Council's website on 1<sup>st</sup> April 2013 and RECOMMENDS to Full Council on 7<sup>th</sup> March 2013 that the Policy be approved.**
- 2.2 Delegates authority to the Assistant Director: Customer and People Services, in consultation with the Cabinet Member: Resources and Service Delivery, to amend the Statement as necessary in line with any national guidance that is issued following the meeting of the Board.**

**3. PREVIOUS MINUTES**

The Council's first Pay Policy was approved by Personnel Board on 13<sup>th</sup> February 2012 and Full Council on 1<sup>st</sup> March 2012.

**4. BACKGROUND**

- 4.1 The Localism Act 2011 requires local authorities to produce an annual Pay Policy Statement. The Act requires the statement to detail the Council's policies in respect of remuneration at various tiers within the Council. The Act does not apply to local authority schools.
- 4.2 The purpose of these provisions is to provide transparency with regard to the Council's approach to setting the pay of its employees by determining:
- The methods by which pay is determined.
  - The detail and level of remuneration of its most senior staff

- The Committees responsible for ensuring consistent application of the provisions set out in the Statement.

#### 4.3 The Council's Pay Policy Statement details

- pay negotiation bodies,
- initial allocation of pay points.
- lowest paid employees and the ratio comparison with the highest paid officers.
- Senior management remuneration.
- the recruitment of chief officers
- additions to chief officers pay
- termination payments
- where accountability and responsibility lies.

### 5. **LEGAL**

- 5.1 The Pay Policy Statement has been drafted in accordance with the requirements of section 38 of the Localism Act 2011. The Act prescribes information to be included in the Statement, its manner of publication and the requirement for the Council to act in accordance with its approved Policy Statement.

### 6. **FINANCE**

The Pay Policy Statement identifies the Council's approach to setting the pay of its employees, including termination costs. Employee costs form part of the Council's budget, which is approved in March each year, and estimates will take into account the principles set out in the Statement. Any variations from the approved budget will be highlighted as part of regular financial monitoring reports/other relevant reports in line with Financial Regulations. The Council has a severance fund to meet the one-off costs of redundancies arising from restructures which are delivering ongoing savings. Senior Officer Remuneration is published in the Council's Statement of Accounts in line with the requirements of the Accounts & Audit Regulations.

### 7. **ENVIRONMENTAL**

There are no environmental issues arising from this report.

### 8. **EQUALITIES**

- 8.1 Pay is a major Equalities issue and the pay statement will assist in identifying issues requiring resolution.

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