

BOROUGH OF TELFORD & WREKIN**PERSONNEL COMMITTEE - 2 FEBRUARY 2017
COUNCIL – 2 MARCH 2017****PUBLICATION OF THE COUNCIL'S PAY POLICY STATEMENT****REPORT OF ASSISTANT DIRECTOR: FINANCE & HUMAN RESOURCES****1. PURPOSE**

- 1.1 To agree the content of the Council's updated Pay Policy 2017/18, required for publication by the Localism Act 2011.

2. RECOMMENDATIONS

That the Personnel Committee:

- 2.1 Agrees the content of the Council's Pay Policy Statement for publication on the Council's website on 1 April 2017 and recommends its acceptance at Full Council on 2 March 2017.**
- 2.2 Delegates authority to the Assistant Director: Finance & Human Resources, in consultation with the Leader of the Council, to amend the Statement as necessary in line with any statute or further national guidance that may be issued following the meeting of the Committee or changes to negotiated pay rates during the period of the Policy Statement.**
- 2.3 Delegates authority to the Assistant Director: Finance & Human Resources to update information on Pay Multiples as data becomes available.**
- 2.4 Delegates authority for any 'additional pay' for Directors and Assistant Directors to the Managing Director after consultation with the Leader of the Council.**

3. PREVIOUS MINUTES

Personnel Committee: PEB-31 (13 February 2012), PEB-8 (19 February 2013), PEB-4 (10 February 2014), PEB-8 (22 January 2015) and PEB-9 (11 February 2016).

Full Council: 92(i) (1 March 2012), 77(i)(l) (7 March 2013), 78 (27 February 2014), 59 (i) (m) (5 March 2015) and 80 (i) (3 March 2016).

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.
- 4.4 In addition to the basic salary set out the Council may pay other elements of 'additional pay' which are chargeable to UK Income Tax and do not solely constitute reimbursement of expenses incurred in the fulfillment of duties which could include:
- responsibility allowances/salary supplements for fulfilling statutory officer duties and salary supplements,
 - market forces supplements,
 - additional payments for undertaking other responsibilities

This list is not exhaustive. It is proposed that authority for any 'additional pay' for Directors and Assistant Directors is delegated to the Managing Director after consultation with the Leader of the Council.

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

- 6.1 The Pay Policy Statement identifies the Council's approach to setting the pay of its employees, including termination costs. There are no financial implications directly relating to the updating of the Pay Policy Statement. 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 management 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 annually 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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