

Subject:	Council Pay Policy Statement	Status:	For Publication
Report to:	Full Council	Date:	16 th March 2016
Report of:	HR Manager	Portfolio Holder:	Resources and Performance
Key Decision:	<input checked="" type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	General Exception	<input type="checkbox"/> Special Urgency <input type="checkbox"/>
Equality Impact Assessment:	Required:	No	Attached: No
Biodiversity Impact Assessment	Required:	No	Attached: No
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1.	RECOMMENDATION(S)
1.1	Full Council approves the attached Pay Policy Statement.

2. PURPOSE OF REPORT

2.1 To seek approval for the Council's Pay Policy Statement which is required to be published annually.

3. CORPORATE PRIORITIES

- 3.1 The matters discussed in this report impact directly on the following corporate priorities:
- **Regenerating Rossendale:** This priority focuses on regeneration in its broadest sense, so it means supporting communities that get on well together, attracting sustainable investment, promoting Rossendale, as well as working as an enabler to promote the physical regeneration of Rossendale.
 - **Responsive Value for Money Services:** This priority is about the Council working collaboratively, being a provider, procurer and a commissioner of services that are efficient and that meet the needs of local people.
 - **Clean Green Rossendale:** This priority focuses on clean streets and town centres and well managed open spaces, whilst recognising that the Council has to work with communities and as a partner to deliver this ambition.

4. RISK ASSESSMENT IMPLICATIONS

4.1 There are no specific risk issues for members to consider arising from this report.

5. BACKGROUND AND OPTIONS

- 5.1 The Localism Act 2011 (Chapter 8 – Pay Accountability), requires all local authorities to set out its position on a range of issues relating to the remuneration of its employees.
- 5.2 The Pay Policy Statement must be approved by the Council in an open forum and published on its website on an annual basis.
- 5.3 The Pay Policy Statement is a reflection of the Council's pay policy at the time it is approved, as 'a snap shot in time', that is, as at 7th March 2016.
- 5.4 The Pay Policy Statement sets out the existing approach to the remuneration of all posts within the Council. In particular it specifies certain mandatory requirements that must be detailed within the Statement, this refers to:

- The pay structure of the Council and how it is set;
- Senior Management Remuneration, providing details of the pay grade for posts defined

as Chief Officer and the accompanying allowances;

- The recruitment arrangements for a Chief Officer;
- The relationship between the salaries of Chief Officers and other employees;
- Details of the lowest paid posts within the Council;
- Employer's Pension Contribution details;
- Termination of employment payments.

5.5 The Localism Act refers to the position of Chief Officer, which is defined as:

Head of Paid Service designated under Section 4 (1) of the Local Government and Housing Act (LGHA) 1989.

Monitoring Officer designated under section 5 (1) of the LGHA 1989

Statutory Chief Officer mentioned in section 2 (6) of the LGHA 1989

Non statutory Chief Officers section 2 (7) of the LGHA 1989

A Deputy Chief Officer mentioned in Section 2 (8) of the LGHA 1989.

5.6 Within the Council structure this includes the following posts which are accountable to the Chief Executive:

- Director of Business – currently vacant
- Head of Finance and Property (Section 151 Officer)
- Legal Services Manager (Monitoring Officer)
- HR Manager

There are a further series of posts which fall within the definition of Chief Officer referred to in the Localism Act, by virtue of being required to deputise for Chief Officers. These have not been specifically listed.

5.7 The Council adopted the Living Wage on 1st April 2013 and became a Living Wage Employer, the Living Wage is currently £7.85 per hour.

COMMENTS FROM STATUTORY OFFICERS:

6. SECTION 151 OFFICER

6.1 The pay and remuneration detailed within the Pay Policy Statement are within the approved budget of the Council.

7. MONITORING OFFICER

7.1 All relevant comments are covered within the body of the report.

8. POLICY IMPLICATIONS AND CONSULTATION CARRIED OUT

8.1 The Policies detailed within the Pay Policy Statement have been approved through Council Procedures and in consultation with the Council's recognised Trade Union.

8.2 The job evaluation scheme used to establish the Council's pay and grading structure has been agreed with the Council's recognised Trade Unions.

8.3 Guidance from North West Employers Organisation (NWEO) and the Department for Communities and Local Government has been used to develop this policy.

9. CONCLUSION

9.1 The Pay Policy Statement details the existing contractual entitlements as per current contracts of employment of senior staff with the Council.

- 9.2 An equality impact assessment was completed in relation to the pay and grading structure following the implementation of the Pay and Grading Review in 2007.
- 9.3 The Pay Policy Statement meets the legal requirements as per the Localism Act 2011.

Background Papers	
Document	Place of Inspection
Pay Policy Statement	Appendix 1