

<b>Subject:</b>	Council Pay Policy Statement	<b>Status:</b>	For Publication
<b>Report to:</b>	Full Council	<b>Date:</b>	27 <sup>th</sup> February 2019
<b>Report of:</b>	HR Manager	<b>Portfolio Holder:</b>	Corporate Services
<b>Key Decision:</b>	<input type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	<b>General Exception</b>	<input type="checkbox"/> <b>Special Urgency</b> <input type="checkbox"/>
<b>Equality Impact Assessment:</b>	Required:	No	Attached: No
<b>Biodiversity Impact Assessment</b>	Required:	No	Attached: No
<b>Contact Officer:</b>	Clare Law	<b>Telephone:</b>	01706 252547
<b>Email:</b>	clarelaw@rossendalebc.gov.uk		

1.	<b>RECOMMENDATION(S)</b>
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:

- **A Proud, Healthy and Vibrant Rossendale:** This priority is to ensure that we are creating and maintaining a healthy and vibrant place for people to live and visit. We celebrate the health, vitality and enterprise of the people who live in, do business in, and visit Rossendale. We are proud of our Borough and the success that happens here.
- **A Connected and Successful Rossendale that Welcomes Sustainable Growth:** This priority is to ensure that we are well connected to our residents, key partners and stakeholders. We want to make the most of every pound we spend and we are always looking for new and innovative ways to make the resources we do have, work harder for us. A key part of this involves developing new and existing economic and commercial opportunities in the Borough. This will eventually help us become a more dynamic and sustainable Council, that is able to deliver successful, quality services for our residents and visitors
- **Clean Green Rossendale:** Our priority is to keep Rossendale clean and green for all of Rossendale's residents and visitors, and to take available opportunities to recycle and use energy from renewable sources more efficiently.

## 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 by the end of March 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 1<sup>st</sup> February 2019.
- 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 Economic Development
- Director of Communities
- Head of Finance and Property (Section 151 Officer)
- Legal Services Manager
- 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 1<sup>st</sup> April 2013 and became a Foundation Living Wage Employer, the Foundation Living Wage is currently £8.75 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 Local Government

Association 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