



**Hinckley & Bosworth
Borough Council**

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

SCRUTINY COMMISSION 1 FEBRUARY 2018
COUNCIL 22 FEBRUARY 2018

WARDS AFFECTED: ALL WARDS

PAY POLICY STATEMENT 2018/19

Report of Director (Corporate Services)

1. PURPOSE OF REPORT

1.1 To present to Members for approval the proposed HBBC Pay Policy Statement for 2018/19.

2. RECOMMENDATION

2.1 That Council approves the HBBC Pay Policy Statement for 2018/19.

3. BACKGROUND TO THE REPORT

3.1 The Localism Act 2011 came into force on 15 January 2012. The Act contains provisions relating to “pay accountability” in local government and section 38(1) of the Act requires local authorities to prepare pay policy statements setting out the authority’s own policies in regard to the remuneration of its staff, in particular its senior staff (or ‘chief officers’) and its lowest paid employees.

3.2 Pay policy statements must be prepared and approved by full Council each financial year and following approval, the statement must be published on the council’s website.

3.3 The legislation provides that the pay policy statement must set out the council’s policies for the financial year relating to:

- The remuneration of its chief officers
- The remuneration of its lowest paid employees
- The relationship between the remuneration of its chief officers and its employees who are not chief officers

Other specific aspects of chief officer's remuneration: during recruitment, increases and additions to remuneration, use of performance related pay, bonuses and termination payments

- 3.4 The council also has a statutory duty to have regard to the Government guidance 'Openness and accountability in local pay: Guidance under Section 40 of the Localism Act'. The guidance suggests that authorities consider expressing the relationship between the pay of the chief officers and others as a ratio between the higher and median salaries, known as the 'pay multiple'.
- 3.5 Local authorities are also required under the Local Government Transparency Code 2015 to publish data required under the regulations. The code requires councils to publish:
- An organisation chart covering staff in the top three levels of the organisation
 - Information about employees whose salary is above £50,000 in addition to that already required under the Accounts and Audit (England) Regulations 2015
 - The pay multiple (as defined in 3.4)

This is also set out within the pay policy statement in order to meet the requirements of the code.

- 3.6 At the time of writing the report, the National Employers have made a pay offer to the joint trade unions for Local Government Services. The offer is for two years (2018/19 and 2019/20) and the unions started their consultation in early January with the outcome likely to be known by early/mid-March. Given the time constraints to have the Pay Policy 2018/19 policy approved by April 2018, an assumption has been made that the pay award is agreed and the Pay Policy will reflect the pay increase for 2018/19.

4. EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES

- 4.1 The report to be taken in open session.

5. FINANCIAL IMPLICATIONS [DW]

- 5.1 In accordance with Accounts and Audit (England) Regulations officer remuneration above £50,000 has to be disclosed as a note in the Council's Statement of Accounts.

6. LEGAL IMPLICATIONS [AR]

- 6.1 These are contained within the body of the report.

7. CORPORATE PLAN IMPLICATIONS

- 7.1 The publication of the Pay Policy Statement ensures transparency and accountability and is a legal requirement.

8. CONSULTATION

- 8.1 All pay decisions, at national and local level, have undergone full consultation with the trade unions.
- 8.2 The Scrutiny Commission considered the report at its meeting on 1 February. An extract from the minutes of that meeting is attached.

9. RISK IMPLICATIONS

- 9.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.
- 9.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.
- 9.3 The following significant risks associated with this report / decisions were identified from this assessment:

None

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 10.1 By publishing the Pay Policy Statement will ensure greater transparency in regard to how pay is determined thus ensuring accountability to citizens within the borough. The pay policy statement also sets out how the authority, through its robust pay policies does not discriminate against any groups of staff within the protected characteristics as contained within the Equality Act 2010.

11. CORPORATE IMPLICATIONS

- 11.1 By submitting this report, the report author has taken the following into account:
- Community Safety implications
 - Environmental implications
 - ICT implications
 - Asset Management implications
 - Procurement implications
 - Human Resources implications
 - Planning implications
 - Data Protection implications
 - Voluntary Sector

Background papers: None.

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