

**PAY POLICY STATEMENT 2012/13**  
**REPORT OF DEPUTY CHIEF EXECUTIVE (CORPORATE**  
**DIRECTION)**



Hinckley & Bosworth  
Borough Council

*A Borough to be proud of*

---

1. **PURPOSE OF REPORT**

To present to Members for approval the proposed HBBC Pay Policy Statement for 2012/13 set out at Appendix A.

2. **RECOMMENDATION**

That Council approve the HBBC Pay Policy Statement for 2012/13.

3. **BACKGROUND TO THE REPORT**

3.1 The pay accountability provisions within Localism Act 2011 incorporate the principles of transparency and accountability in regard to how local authorities pay and reward its workforce. Section 38 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, beginning with 2012/13 and for each financial year thereafter. Following approval the statement must be published on the council's website and complied with when setting terms and conditions of chief officers.

3.2 The legislation provides that the pay policy statement includes:

- The council's policy on the level and elements of remuneration for each chief officer
- The council's policy on the remuneration of its lowest paid employees (together with its definition of its lowest paid employees)
- The councils policy on the relationship between the remuneration if its chief officers and other officers, known as the pay multiple
- The council's policy on other specific aspects of chief officer's remuneration : during recruitment, increases and additions to remuneration, use of performance related pay, bonuses and termination payments

4. **FINANCIAL IMPLICATIONS [AB]**

None.

5. **LEGAL IMPLICATIONS [LH]**

Contained within the body of the report

6. **CORPORATE PLAN IMPLICATIONS**

By publishing the Pay Policy Statement will ensure that data is accessible to the community thus meets the Corporate Plan aim 'Strong and distinctive communities' and supports the value of 'Equality and Fair Treatment for all'.

7. **CONSULTATION**

n/a

8. **RISK IMPLICATIONS**

It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

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.

The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
Failure to publish the pay policy statement and therefore not complying with the legislation may lead to enforcement risk and/or reputational damage to the authority	Council approve Pay Policy Statement	LH

9. **KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS**

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.

10. **CORPORATE IMPLICATIONS**

By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Human Resources implications
- Planning Implications
- Voluntary Sector

---

Background papers: none

Contact Officer: Julie Stay, Human Resources and Transformation Manager, Ext 5688  
Executive Member: Cllr KWP Lynch and Cllr BM Witherford