

Classification: Public

Key Decision: No

Gravesham Borough Council

Report to: Full Council
Date: 27 February 2018
Reporting officer: Lesley Button, HR Manager
Subject: Pay Policy Statement 2017-18

Purpose and summary of report:

The Pay Policy Statement has been revised as required by the Localism Act 2011 with approval required by full council prior to publication.

Recommendations:

1. That the 2017-18 Pay Policy Statement which accompanies this report be agreed

1. Background

- 1.1 Section 38 (1) of the Localism Act 2011 came into force on 15 January 2012 and requires English and Welsh local authorities to produce a pay policy statement for each financial year.
- 1.2 The Bill initially drafted referred solely to chief officers (a term which includes both statutory and non-statutory chief officers and their deputies) but amendments reflecting concerns over low pay which drew on Will Hutton's 2011 Review of Fair pay in the Public Sector introduced the requirement to compare the policies on remunerating chief officers and other employees, and to set out policy on the lowest paid.

2. Contents of the Pay Policy

- 2.1 The Act requires the pay policy statement to include the following aspects of the Council's remuneration policy:
 - The level and elements of remuneration for each chief officer
 - A definition of 'lowest-paid employees' and the remuneration of the authority's lowest-paid employees
 - The policy on the relationship between the remuneration of the council's chief officers and other officers

- The policy on specific aspects of chief officers' remuneration: remuneration on recruitment, increases and additions to remuneration, use of performance-related pay and bonuses, termination payments and transparency
 - The reference to 'chief officer' refers to the Head of Paid Service, Directors, Monitoring Officer, Section 151 Officer and their deputies which in Gravesham Borough Council will include all at Service Manager grade and above.
- 2.2 As per LGA guidance part-time and part year salaries are converted to full-time equivalent rates to ensure more meaningful comparisons. This conversion, couple with the use of year end salary figures provide more robust comparison and ratio figures.

3. Implications

- 3.1 The implications are summarised in Appendix 1 to the report

4. BACKGROUND PAPERS

- 4.1 Anyone wishing to inspect background papers should, in the first place, be directed to Committee & Electoral Services who will make the necessary arrangements.

IMPLICATIONS**APPENDIX 1**

Legal	Required under the localism Act 2011
Finance and Value for Money	None
Risk Assessment	Required to be published as per the Act
Equality Impact Assessment	Screening for Equality Impacts
	Question
	a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community? If yes, please explain answer. No
	b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality? If yes, please explain answer. Yes – lays out policy to be followed by the authority
	<i>In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above</i>
Corporate Plan	Sound & Self Sufficient Council
Crime and Disorder	Officers recruited and remunerated appropriately
Digital and website implications	Policy to be published once approved by Full Council
Safeguarding children and vulnerable adults	N/A