

REPORT TO	ON
CABINET	1 st of March 2018

September 2017



TITLE	PORTFOLIO	REPORT OF
Pay Policy 2018/19	Peter Mullineaux	Gail Collins

Is this report a KEY DECISION (i.e. more than £100,000 or impacting on more than 2 Borough wards?)	No
Is this report on the Statutory Cabinet Forward Plan ?	Yes
Is the request outside the policy and budgetary framework and therefore subject to confirmation at full Council?	No
Is this report confidential?	No

1. PURPOSE OF THE REPORT

- 1.1 The Localism Act 2011 requires all local authorities to set out its position on a range of issues relating to the remuneration of its employees. The Policy must be approved by the Council in open forum, by the end of March each year and then be published on its website.

2. PORTFOLIO RECOMMENDATIONS

Cabinet agree that the attached Pay Policy 2018/2019 is recommended for approval by the Council at its meeting on 21st March 2018.

3. CORPORATE PRIORITIES

The report relates to the following corporate priorities:

Clean, green and safe		Strong and healthy communities	x
Strong South Ribble in the heart of prosperous Lancashire	x	Efficient, effective and exceptional council	x

4. BACKGROUND TO THE REPORT

- 4.1 The purpose of the Pay Policy is to ensure there is transparency as to how pay and remuneration is set by the Council, for all of its employees and particularly for its most senior level posts.

5. PROPOSALS (e.g. RATIONALE, DETAIL, FINANCIAL, PROCUREMENT)

The Pay Policy sets out the current approach to the remuneration of all posts within the Council. In particular it specifies certain mandatory requirements that must be detailed within the Policy. 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.
- Termination of employment payments.

In addition, the Council already publishes separately pay and remuneration details of its senior managers on its Website.

6. CONSULTATION CARRIED OUT AND OUTCOME OF CONSULTATION

- 6.1 There has been no requirement for consultation in creating the pay policy as it reports only the current position. However the method in which remuneration is determine will have been through the necessary consultation processes.

7. OTHER OPTIONS CONSIDERED

- 7.1 There is a legal requirement to publish a Pay Policy – this is something we must do

8. HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT IMPLICATIONS

- 8.1 Pay and remuneration need to be fair and transparent in order to recruit and retain staff. Pay should be proportionate to staff's level of responsibility within the organisation. Unfair pay can lead to low staff satisfaction and morale.

9. ICT/TECHNOLOGY IMPLICATIONS

- 9.1 N/A

10. PROPERTY AND ASSET MANAGEMENT IMPLICATIONS

- 10.1 N/A

11. RISK MANAGEMENT

- 11.1 The Localism Act places a legal requirement for this information to be published annually.

12. EQUALITY AND DIVERSITY IMPACT

- 12.1 An equality impact assessment will be done prior to the policy being published.

13. RELEVANT DIRECTORS RECOMMENDATIONS

- 13.1 Cabinet agree that the attached Pay Policy 2018/2019 is recommended for approval by the Council at its meeting on 21st March 2018.

14. COMMENTS OF THE STATUTORY FINANCE OFFICER

- 14.1 The senior management posts and grades in the pay policy reflect the approved senior management restructure. The estimated financial implications of the senior management restructure are reflected in the proposed 2018/19 Revenue Budget and the Medium Term Financial Strategy for the next 5 years.

15. COMMENTS OF THE MONITORING OFFICER

- 15.1 The Pay Policy has been prepared to ensure the Council complies with the requirements of the Localism Act 2011

16. BACKGROUND DOCUMENTS (or there are no background papers to this report)

- 16.1 None

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Job Title Interim HR Manager

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