

## **PERSONNEL COMMITTEE – 21st December 2021**

### **Report of the Head of Strategic Support**

#### **Part A**

##### **ITEM 5      PAY POLICY STATEMENT 2022/23**

##### **Purpose of Report**

To gain Personnel Committee approval on the Council's Pay Policy Statement covering the period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023.

##### **Recommendation**

That the Pay Policy Statement for 2022/23, attached at Appendix A, proceed to Full Council for formal approval and adoption.

##### **Reason**

To ensure that the Council meets its obligations under Section 38 of the Localism Act 2011.

##### **Policy Justification and Previous Decisions**

Under Section 38 of the Localism Act 2011, local authorities in England and Wales are required to produce an annual Pay Policy Statement, which must be approved by Full Council and published on the Council's website before the commencement of each financial year.

##### **Implementation Timetable including Future Decisions**

The Pay Policy Statement will be submitted for consideration by Full Council at their next meeting following this Personnel Committee. If approved, the statement will be published on the Council's website either on or before 1 April 2022.

##### **Report Implications**

The following implications have been identified for this report

##### ***Financial Implications***

There are no immediate financial implications arising from this decision.

##### ***Risk Management***

There are no specific risks associated with this decision.

Background Papers: Appendix A – Pay Policy Statement 2022 - 23

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## **Part B**

### **Background**

1. On 15<sup>th</sup> November 2011 the Localism Act received Royal Assent. Under Section 38 of the Act, local authorities in England and Wales are required to produce a Pay Policy Statement for each financial year, which must be approved by Full Council.
2. The statement must set out the Council's policies in relation to:
  - i. The remuneration of its chief officers;
  - ii. The remuneration of its lowest-paid employees; and
  - iii. The relationship between the remuneration of its chief officers and the remuneration of its employees who are not chief officers.
3. For the purposes of this statement, remuneration includes basic salary, bonuses and other allowances or entitlements related to employment.
4. This is the eleventh Pay Policy Statement published by Charnwood Borough Council since the Localism Act was implemented. The Pay Policy Statement for 2022/23 has been consulted on and presented to JMTUM and SLT. Following this meeting of the Personnel Committee the Pay Policy Statement will proceed to Full Council for final approval.
5. The Pay Policy Statement for 2022/23 has been updated to provide a comprehensive and up to date account of the Council's approach to the remuneration of its workforce.
6. The Council is required to publish the Pay Policy Statement for 2022/23 on or before 1<sup>st</sup> April 2022.

### **Key Points**

7. The proposed Pay Policy Statement attached sets out:
  - The Council's approach to job evaluation and grading of posts;
  - Additional payments that employees are eligible to receive, such as overtime, enhancements etc.
  - The Council's pay multiple (the ratio between the highest paid employee and the median average salary of the Council's workforce), is 5.66.
  - The Council's approach to pay progression, honorariums, market supplements, salary protection and the re-engagement of employees;
  - That there is no distinction between chief officers and other employees in relation to pension benefits and severance payments.

- Pension Scheme Discretionary Arrangements – Regulation 60 of the LGPS Regulations 2013 (as amended) require each scheme employer to publish and keep under review five policies explaining how it will apply certain discretions. The pension discretions have been published in accordance with pension requirements.
- The policy refers to essential car user allowance which is currently under review.