

## Council

7 March 2024

<b>Report Title</b>	Pay Policy Statement 2024/25
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<b>Executive Member</b>	Cllr Jason Smithers, Leader of the Council

<b>Are there public sector equality duty implications?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Does the report contain confidential or exempt information (whether in appendices or not)?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972</b>	Not applicable
<b>Which Corporate Plan priority does the report most closely align with? <a href="#">Our priorities for the future   North Northamptonshire Council (northnorthants.gov.uk)</a></b>	Modern public services

### List of Appendices

#### Appendix A – Pay Policy Statement

##### 1. Purpose of Report

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- 1.1 It is a legislative requirement that the Council publishes an annual Pay Policy Statement. The Pay Policy Statement provides transparency with regards to the Council's approach to setting the pay of its directly employed workforce (excluding schools) for the year 1 April 2024 to 31 March 2025.
- 1.2 This report seeks approval of the Pay Policy Statement attached at Appendix A and asks Council to note that a package of new pay, terms, and conditions of employment and associated pay and employment policies for North Northamptonshire Council are still to be agreed.

##### 2 Executive Summary

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- 2.1 The Localism Act 2011 requires the Council to prepare a Pay Policy Statement each year. The Pay Policy Statement must articulate the Council's approach to

a range of issues relating to the pay of its workforce and must be published on the website by the 31 March each year.

- 2.2 There are no significant changes to the policy statement from the previous year, other than the previously agreed NNC pay and grading structure, terms and conditions have now been implemented for almost 50% of the workforce.

### **3 Recommendations**

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- 3.1 It is recommended that Council:
- a) Approve the Pay Policy detailed in Appendix A.
  - b) Delegate to the Chief Executive the making of any in-year amendments to the Pay Policy Statement that may be required to complete the Pay Data and Chief Executive Remuneration relative to other Council Employees after 1st April 2024, when the Green Book pay award is agreed.

#### **Reasons for Recommendations**

- 3.2 It is a statutory requirement under the Localism Act 2011 for the Authority to approve and publish a Pay Policy Statement.
- 3.3 Due regard has been given to the requirements of the Localism Act 2011 and associated guidance issued or approved by the Secretary of State, in setting out this Pay Policy Statement.

#### **Alternative Options Considered**

- 3.4 As stated, it is a statutory requirement that Council approve and publish a Pay Policy Statement and therefore no alternative options were considered.

### **4 Report Background**

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- 4.1 The Localism Act 2011, aims to increase transparency in local government. Section 38 of the Act sets out the requirement for local authorities to publish annual Pay Policy Statements. This includes a requirement that local authority pay policy is approved by democratically elected councillors on an annual basis.
- 4.2 Legislation and supporting government guidance, identifies the statutory contents of a Pay Policy Statement and how it should be presented. The core requirements of the provisions of the Act are that a Pay Policy Statement must set out the Authority's policies relating to senior salaries, remuneration and pay multiples, including the:
- Remuneration for its lowest paid employees
  - Definition used for this group and the reason for adopting this definition
  - Relationship between Chief Officer remuneration and that of other staff

- Pay multiple relationship between the highest earnings and the lowest earnings and between the median earnings figure for the whole authority workforce.

## 5 Issues and Choices

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- 5.1 The Pay Policy Statement covers all employees, with the exception of employees based in schools with delegated budgets. This includes employees who transferred into the council under the Transfer of Undertakings (protection of Employment) Act 2006 (TUPE) and employees directly appointed by the council since April 2021 on interim pay terms.
- 5.2 Specifically, the statement details the remuneration of:
- Chief Officers (statutory and non-statutory);
  - The lowest-paid employees; and
  - The relationship between the remuneration of chief officers and employees who are not chief officers.
- 5.3 'Pay', includes, in addition to basic salary, any charges, fees, allowances, benefits in kind, increases in or enhancements to pension entitlements and termination payments. It does not include any employer pension or NI contributions.
- 5.4 For the purpose of this pay statement, Statutory Officers include:
- Chief Executive (Head of Paid Service)
  - Executive Director, Finance & Performance (Section 151 Officer)
  - Executive Director, Children's Services (Director of Children's Services "DCS")
  - Executive Director for Adults, Health Partnerships & Housing (Director of Adult Social Services "DASS")
  - Executive Director, Customer & Governance (Monitoring Officer)
  - Director of Public Health & Wellbeing (Director of Public Health)
- Non-Statutory Officers include:
- Executive Director, Place & Economy (designated Deputy Chief Executive)
  - Assistant Chief Executive
- 5.5 The Council has now implemented the pay and grading structures considered by Full Council in 2023. These apply to new appointments since 1 February 2024. New starters and internal job changers, appointed since 1 April 2021, in accordance with the Council's interim recruitment protocol, have now been assimilated to the new pay structures.
- 5.6 The remaining workforce transferred to the Council under The Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) arrangements. They have the right to retain their existing pay, terms and conditions.

## **6 Next Steps**

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- 6.1 If approved, the pay policy statement will be published on the council's open data. transparency internet pages, in accordance with the requirements set out in the Localism Act 2011.

## **7 Implications (including financial implications)**

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### **7.1 Resources and Financial**

- 7.1.1 There are no direct additional resources or financial implications associated with the publication of this Pay Policy Statement.

### **7.2 Legal and Governance**

- 7.2.1 The adoption of an annual Pay Policy Statement is required by all relevant authorities pursuant to the Localism Act 2011. The Statement must reflect the requirements of the Act and have regard to any guidance issued or approved by the Secretary of State.
- 7.2.2 The scope of information covered in this Pay Policy Statement is limited until a final package of new pay terms and conditions of employment and associated pay and employment policies have been approved.
- 7.2.3 This Pay Policy Statement will be published on the Councils website alongside other data, relating to senior salaries and organisational structure (Local Government Transparency Code 2015), Gender Pay Gap (Equality Act 2010; 2017 regulations) and Trade Union Facility Time (Trade Union (Facility Time Publication Requirements) Regulations 2017).

### **7.3 Relevant Policies and Plans**

- 7.3.1 The adoption and publication of the Pay Policy Statement will ensure legal compliance with the relevant legislation.

### **7.4 Risk**

- 7.4.1 Failure to comply with Section 38 (1) of the Localism Act could lead to a legal challenge to the Council.
- 7.4.2 There are no further risks to consider arising from the proposed recommendations in this report.

### **7.5 Consultation**

- 7.5.1 None required.

### **7.6 Consideration by Executive Advisory Panel**

- 7.6.1 Not applicable.

## **7.7 Consideration by Scrutiny**

7.7.1 Not applicable.

## **7.8 Equality Implications**

7.8.1 The Council's duty under Section 149 of the Equality Act 2010 is to have "due regard" to the matters set out in relation to equalities when considering and making decisions. There are no direct equality impacts associated with agreeing the Pay Policy Statement.

## **7.9 Climate Impact**

7.9.1 Not applicable.

## **7.10 Community Impact**

7.10.1 Not applicable

## **7.11 Crime and Disorder Impact**

7.11.1 Not applicable

## **8 Background Papers**

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8.1 None.