

**Council**

22 March 2018

Executive Leader, Finance and Performance

## **Pay Policy 2018/19**

### **Summary**

1. The purpose of the report is to present the council's Pay Policy Statement for 2018/19 for approval.
2. To note that Annex A reflects the Chief Officer structure in existence at the time of adoption of the Policy.

### **Background**

3. Section 38 – 43 of the Localism Act 2011 introduced a requirement for the council to produce and publish an annual policy statement that covers a number of matters concerning the pay of the council's senior staff, principally Chief Officers and relationships with the pay of the rest of the workforce.
4. Further guidance was issued in February 2013 by the Secretary of State for Communities. This guidance has been followed in the production of the Pay Policy Statement.

### **Consultation**

5. Approval of the Policy Statement is by full council, consultation with other management bodies is not required. However, where changes to policy are proposed that affect terms and conditions of employment appropriate consultation with the relevant parties will be carried out.

### **Options**

6. Option one - To endorse the Pay Policy Statement.
7. Option two - To reject / amend the Pay Policy Statement.

## Analysis

8. The Localism Act 2011 sets out specific details of what should be included in the Policy Statement. Local Government Yorkshire and Humber have provided guidance and templates which comply with these requirements. The council has adopted these templates as have many others in the region.
9. The salaries quoted in the documents are based on full time equivalent salaries and the median average has been used in calculating the pay multiple. It should also be noted that apprentices have been excluded from the statement as they are employed on training contracts, and paid outside of the council's grading structure. School staff are also excluded from this statement.
10. The Living Wage Supplement rate will be increased on 1st April 2018, taking the rate of pay for the lowest paid individuals to £8.75 per hour, the equivalent of £16,881 per annum. This is a 30 pence per hour / 3.55% uplift.
11. Salary information is already published for certain senior staff under the requirements of The Accounts and Audit (England) Regulations (2011) and the Local Authorities Transparency Code. Information can also be found in the council's website at: <http://www.york.gov.uk/council/information/opendata/salaries/>.  
The Pay Policy Statement and its Annexes will also be published in this section of the website.
12. The pay multiple (the ratio between the highest paid base salary in the council and the median salary) remains the same as last year at 5.24:1.

## Council Plan

13. The production of this Policy Statement contributes to the Council's key priorities of being a prosperous city for all, by meeting its legal obligations in a timely and effective way.

## Implications

### (a) Financial

There are no financial implications for the report.

(b) **Human Resources (HR)**

There are no human resources implications for the report, other than this statement reflects current HR Policy in relation to senior pay and also the Living Wage policy in the council.

(c) **Equalities** (Contact – Equalities Officer)

There are no equalities implications for the report.

(d) **Legal**

The Pay Policy Statement meets the requirements of the Localism Act and also meets the requirements of guidance issued by the Secretary of State for Communities and Local Government to which the authority is required to have regard under Section 40 of the Act.

(e) **Crime and Disorder**

There are no implications for crime and disorder.

(f) **Information Technology (IT)**

There are no implications for IT.

(g) **Property**

There are no implications for property.

(h) **Other**

Other implications are covered in the body of the report.

**Risk Management**

15. There are no significant risks associated with production of the Policy.

**Recommendations**

16. That in order to fulfil the requirements of Sections 38 - 43 of the Localism Act 2011:

- (i) Council approves the Pay Policy Statement for 2018/19 relating to the pay of the Council's senior staff.
- (ii) Council notes that Annex A reflects the Chief Officer structure in existence at the time of adoption of the Policy.

Reason: In order to fulfil the requirements of Section 38 – 43 of the Localism Act 2011 for the council to produce and publish an annual policy statement that covers a number of matters concerning the pay of the council's senior staff, principally Chief Officers and relationships with the pay of the rest of the workforce.

### Contact Details

<b>Authors:</b>	<b>Executive Member Responsible for the report:</b>		
Judith Bennett Resourcing Manager Tel No. 01904 551716	Executive Leader		
	<b>Report Approved</b>	√	<b>Date</b> 5/3/2018
Ian Floyd Deputy Chief Executive & Director of Customer and Corporate Services 01904 552909			
<b>Specialist Implications Officer(s)</b> AD Legal & Governance			
<b>Wards Affected:</b> None			<b>All</b>
<b>For further information please contact the author of the report</b>			

**Background Papers:**  
None

**Annexes:**

Annex A - City of York Council Pay Policy Statement 2018 to 2019

Annex B – Chief Officer Remuneration Details

Annex C - Chief Officer Remuneration Policies

Annex D – NHS Public Health Remuneration Policies

Annex E - Publication Requirements