

WEST NORTHAMPTONSHIRE COUNCIL

2 December 2021

Councillor Mike Hallam: Cabinet Member for HR & Corporate Services

Report Title Updated West Northamptonshire Council Pay Policy Statement

Report Author Alison Golding, Assistant Director, Human Resources

Contributors/Checkers/Approvers

MO	Catherine Whitehead	18/11/2021
S151	Martin Henry	16/11/2021
Other Director/SME	Sarah Reed	
Communications Lead/Head of Communications	Marie McCormack	

List of Appendices

Appendix A – Revised Pay Policy Statement

1. Purpose of Report

- 1.1. The Pay Policy Statement, attached in Appendix 1, is produced in accordance with the requirements of Section 38(1) of the Localism Act 2011. It must be updated annually and sets out pay for the directly employed workforce (excluding schools). The current policy covers the year 1 April 2021 to 31 March 2022.
- 1.2. The revised Pay Policy Statement has been produced in response to the resolution adopted by Council at its meeting on 15th July, which committed the Council to undertake the following actions:
- Amend the pay policy statement for approval at the next full Council to ensure interim agency appointments are covered.

- Amend the pay policy statement for approval at the next full Council to ensure complete clarity that any appointment that proposes a remuneration package that could reach £100,000 must have approval of full Council
 - Review all positions to ensure no other ambiguity remains.
- 1.3. As per the Pay Policy Statement previously adopted (by the West Northamptonshire Shadow Authority), this is an interim Pay Policy Statement, setting out West Northamptonshire Council's approach to pay for the Chief Executive and Chief Officers. New pay, terms and conditions of employment and associated pay and employment policies for the wider workforce are still to be agreed and work on this is progressing.
- 1.4. This report does not seek agreement to the terms and conditions of senior officers; it is a statement about senior officer pay policy, which is a legislative requirement.

2. Executive Summary

- 2.1 Each local authority is required to produce and publish an annual Pay Policy Statement. The statement will set out the Council's policies relating to the pay of its directly employed workforce. The Pay Policy Statement covers all employees, including those employees from District, Borough and County Councils who TUPE transferred to West Northamptonshire Council on 1 April 2021 on their existing terms and conditions of employment.
- 2.2 The Interim Pay Policy Statement sets out West Northamptonshire Council's approach to setting the pay of the directly employed workforce, in particular the remuneration of:
- a) The Chief Officers
 - b) The 'lowest paid employees
- and the relationship between:
- (i) The remuneration of its chief officers; and
 - (ii) The remuneration of its employees who are not chief officers.
- 2.3 Chief Officers are both statutory and non-statutory officers.
- 2.4 'Pay', includes, in addition to basic salary, any charges, fees, allowances, benefits in kind, increases in or enhancements to pension entitlements and termination payments.
- 2.5 Statutory Officers
- Chief Executive (Head of Paid Service)
 - Executive Director, Finance (Section 151 Officer)
 - Director of Legal & Democratic (Monitoring Officer)
 - Director of Children's Services (DCS)
 - Executive Director for Adult Social Services (DASS)
 - Director of Public Health (DPH)
- 2.6 Non-Statutory Officers
- Executive Director, Place and Economy
 - Executive Director, Corporate

- Director, Transformation

2.7 In addition, the Pay Policy Statement has been amended to ensure interim positions are now covered and that any appointment that proposes a remuneration package that could reach £100,000 must have approval of full Council.

3. Recommendations

3.1 It is recommended that the Council approves the revised Pay Policy Statement.

4. Reason for Recommendations

4.1 It is a statutory requirement under the Localism Act 2011 for the Authority to approve and publish a Pay Policy Statement.

4.2 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 interim Pay Policy Statement.

5. Report Background

5.1 The Localism Act aims to increase transparency in local government. This includes a requirement that local authority pay policy is openly approved by democratically elected councillors on an annual basis.

5.2 This extends to a requirement to publish the salaries of senior officials, to support the aim of helping local residents better understand how public money is spent in their area.

6. Issues and Choices

6.1.1 There are no direct additional resources or financial implications associated with the pay policy.

7. Implications (including financial implications)

7.2 Resources and Financial

7.2.1 There are no resources or financial implications arising from the proposals.

7.3 Legal

7.3.1 The adoption of a Pay Policy Statement is required of 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.

7.3.2 The scope of information covered in this interim 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.

7.4 Risk

7.4.1 There are no significant risks arising from the proposed recommendations in this report.

7.5 Consultation

7.5.1 No statutory or other consultation is required as a result of the recommendations in this report.

7.6 Consideration by Overview and Scrutiny

7.6.1 The report is for consideration by Full Council and so no scrutiny is required.

7.7 Climate Impact

7.7.1 There is no climate impact arising from the proposals.

7.8 Community Impact

7.8.1 There is no community impact arising from the proposals.

7.9 Communications

7.9.1 There is no communications impact arising from the proposals.

8 Background Papers

West Northamptonshire Council agenda: [Agenda for Council on Thursday 15th July 2021, 6.00 pm - West Northamptonshire Council \(moderngov.co.uk\)](#)