TEWKESBURY BOROUGH COUNCIL

Report to:	Council
Date of Meeting:	26 January 2021
Subject:	Pay Policy Statement
Report of:	Head of Corporate Services
Corporate Lead:	Chief Executive
Lead Member:	Lead Member for Organisational Development
Number of Appendices:	One

Executive Summary

Under the Localism Act 2011, the Council is required to publish a Pay Policy Statement each financial year which must be approved by a resolution of the Council. It should be published before 31 March each year. It was identified prior to the Peer Challenge that, although the Council operates the pay policies detailed within the statement, it is a requirement that the statement should be formally approved on an annual basis. The new statement is based on a template from the Local Government Association and fulfils the Council's statutory requirements.

Recommendation:

To APPROVE the Pay Policy Statement 2021-22.

Reasons for Recommendation:

Approving and publishing the Pay Policy Statement will discharge our responsibility in this regard under the Localism Act 2011.

Resource Implications:

None directly linked to this report.

Legal Implications:

None directly linked to this report.

Risk Management Implications:

Non-compliance with legislation.

Performance Management Follow-up:

The policy statement will be published on the website.

To be reviewed and approved by Council on an annual basis.

Compliance with the policy will be administered through HR operational activities.

Environmental Implications:

None directly linked to this report.

1.0 INTRODUCTION/BACKGROUND

1.1 Under the Localism Act 2011, the Council is required to publish a Pay Policy Statement each financial year which must be approved by a resolution of the Council. It should be published before 31 March each year. It was identified prior to the Peer Challenge that, although the Council operates the pay policies detailed within the statement, it is a requirement that the statement should be formally approved on an annual basis. The new statement is based on a template from the Local Government Association and fulfils the Council's statutory requirements.

2.0 PAY POLICY STATEMENT – PURPOSE

2.1 The purpose of the statement is to ensure transparency and accountability with regard to the Council's approach to setting pay. The statement identifies:

- The method by which salaries and severance payments are determined.
- The detail and level of remuneration of the Council's most senior managers.
- The Committees responsible for ensuring that the Pay Policy Statement is applied consistently, including the Employment and Appointment Committees which have delegated powers in relation to senior manager employment.
- The detail and level of remuneration for the lowest level of post or employee.
- The ratio of pay of the top earner and that of the median earner.

3.0 REVIEW AND APPROVAL

3.1 The Human Resources team will review the statement annually and ensure it is presented at Council prior to the beginning of each financial year. Once approved, the statement will be published on the Council's website.

4.0 OTHER OPTIONS CONSIDERED

4.1 None.

5.0 CONSULTATION

5.1 None.

6.0 RELEVANT COUNCIL POLICIES/STRATEGIES

6.1 Workforce Development Strategy.

7.0 RELEVANT GOVERNMENT POLICIES

7.1 Localism Act 2011.

National Living Wage.

8.0 RESOURCE IMPLICATIONS (Human/Property)

8.1 None other than general HR operational activities.

9.0 SUSTAINABILITY IMPLICATIONS (Social/Community Safety/Cultural/ Economic/ Environment)

9.1 None.

10.0 IMPACT UPON (Value For Money/Equalities/E-Government/Human Rights/Health And Safety)

10.1 Contributes to the Equalities agenda.

11.0 RELATED DECISIONS AND ANY OTHER RELEVANT FACTS

11.1 None.

Background Papers: *Pay Policy and Practice in Local Authorities: A Guide for Councillors*

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Appendices: 1. Pay Policy Statement 2021-22.