

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PERSONNEL COMMITTEE

Agenda Item No.

meeting date: WEDNESDAY, 23 JANUARY 2013
title: PAY POLICY STATEMENT 2013
submitted by: HEAD OF HUMAN RESOURCES
principal author: MICHELLE SMITH

1 PURPOSE

1.1 To review the Council's Pay Policy Statement in accordance with the Localism Act 2011.

1.2 Relevance to the Council's ambitions:

- Council's Ambitions: The effective control and implementation of remuneration across the organisation supports our ambition to be a well-managed Council.
- Community Objectives: None.
- Corporate Priorities: This policy contributes to the priority to maintain critical financial management and controls, and ensure the authority provides council taxpayers with value for money.

Other considerations: None.

2 BACKGROUND

2.1 The Localism Act came into force on 15 November 2011. Sections 38-43 of the Act refer to 'Pay Accountability' and sets out the requirements for Councils to determine and publish an annual Pay Policy Statement.

2.2 The purpose of the Pay Policy is to ensure there is transparency as to how pay and remuneration is set by the Council, for all of its employees and particularly for its most senior level posts.

2.3 The Council was required to publish its first Pay Policy Statement by 31 March 2012. Thereafter, the Policy must be reviewed annually and approved by Full Council prior to the end of March each year.

3 ISSUES

3.1 The current policy has been reviewed and updated and a revised Pay Policy Statement for 2013 is attached at Appendix A.

3.2 The Pay Policy sets out the existing approach to the remuneration of all posts within the Council. In particular it specifies certain mandatory requirements that must be detailed within the Policy. This refers to:

- the pay structure of the Council and how it is set;

- Senior Management Remuneration, providing details of the pay grade for posts defined as Chief Officer and the accompanying allowances;
- the recruitment arrangements for a Chief Officer;
- the relationship between the salaries of Chief Officers and other employees;
- details of the lowest paid posts within the Council;
- Employer's Pension Contribution details;
- termination of employment payments.

3.3 Any changes to the Pay Policy Statement need to be approved by Full Council and then the revised statement must be published on the Council's website from 1 April 2013.

4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources: No financial implications.
- Technical, Environmental and Legal: Failure to comply with the requirements of the Act could result in sanctions.
- Political: There are no political implications.
- Reputation: Failure to comply could result in negative publicity and potentially on a national scale.
- Equality & Diversity – No implications identified.

5 **RECOMMENDED THAT COMMITTEE**

5.1 Receive the report.

5.2 Recommend the revised Pay Policy Statement for 2013 for approval by Full Council at its meeting on 5 March 2013.

MICHELLE SMITH
HEAD OF PERSONNEL

JANE PEARSON
DIRECTOR OF RESOURCES

BACKGROUND PAPERS

Pay Policy Statement 2013 – Appendix A

For further information please ask for Michelle Smith, extension 4402.

REF: MS/PERSONNEL/23 JAN 2013