

COUNCIL

25 JANUARY 2022

REFERENCE FROM THE HUMAN RESOURCES & COUNCIL TAX COMMITTEE

A.3 PAY POLICY STATEMENT 2022/23

(Report prepared by Katie Wilkins and Ian Ford)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To present the Pay Policy Statement for 2022/23.

EXECUTIVE SUMMARY

The Localism Act 2011 Section 38 (1) requires the District 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, particularly its senior staff (or 'chief officers') and its lowest paid employees.

The matters that must be included in the statutory Pay Policy Statement are as follows:

- A local authority's policy on the level and elements of remuneration for each Chief Officer.
- A local authority's policy on the remuneration of its lowest-paid employees (together with its definition of "lowest-paid employees" and its reasons for adopting that definition).
- A local authority's policy on the relationship between the remuneration of its Chief Officers and other Officers.
- A local authority's policy on other aspects of Chief Officers' remuneration: remuneration on recruitment increases and additions to remuneration, use of performance related pay and bonuses, termination payments and transparency.

This statement will be published on the Council's website following each review and approval by Full Council.

The Pay Policy Statement 2022/23 has been designed to give an overview of the Council's framework regarding pay and rewards for staff within the Council. This framework is based on the principle of fairness and that rewards should be proportional to the weight of each role and each individual's performance. The framework aims to ensure the ability of the Council to recruit talented individuals whilst ensuring value for money for the residents of Tendring.

The Human Resources & Council Tax Committee considered the contents of the Pay Policy Statement 2022/23 at its meeting held on 5 January 2022 (Minute 80 refers) and resolved to recommend its approval to Full Council.

In addition, the Human Resources & Council Tax Committee at that meeting held on 5 January 2022 (Minute 79 refers) considered a request from the Chief Executive to reduce his hours by 25% (with a consequential reduction in his salary of 25% which is £43,899.70 per annum) and resolved to recommend to Full Council that the Chief Executive's request be granted. However, the draft Pay Policy Statement 2022/23 now before Members has been drafted on the basis of the Chief Executive's current salary.

Therefore, it is Officers' recommendation to Council that, in the event that the Chief Executive's request to reduce his hours is approved by Full Council, the Assistant Director (Partnerships) be authorised to amend the Pay Policy Statement 2022/23 accordingly and to also re-publish it on the Council's website.

RECOMMENDATION(S)

(a) That, subject to recommendation (b) below, the Pay Policy Statement 2022/23, as set out in the Appendix to this report, be adopted; and

(b) That, in the event that the Chief Executive's request to reduce his hours by 25% (with a consequential reduction in his salary of 25% which is £43,899.70 per annum) is approved by Full Council, the Assistant Director (Partnerships) be authorised to amend the Pay Policy Statement 2022/23 accordingly and to also re-publish it on the Council's website.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

The Council's annual consideration and formal approval of a Pay Policy Statement is part of the Council's governance arrangements and provides transparency for the residents of Tendring.

FINANCE, OTHER RESOURCES AND RISK

The Council has a statutory and contractual obligation to adopt the NJC pay spine.

The last agreed inflationary pay award of 2.75% (*paid across the pay spine*) was awarded for 2020/21.

Agreement is yet to be reached between National Employers and National Unions, regarding the Pay Award for 2021/22. On 19 October 2021, the National Employers agreed by a majority to reaffirm their offer made to National Unions on 27 July 2021 as full and final.

LEGAL

The Council has an obligation to implement the NJC pay spine alongside the approval and publication of an annual Pay Policy Statement in accordance with the provisions of the Localism Act 2011 (Section 38).

OTHER IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder / Equality and Diversity / Health Inequalities / Area or Ward affected / Consultation / Public Engagement.

National Single Status and the NJC Job Evaluation Scheme have been adopted by the Council with locally agreed conventions. At the time of adoption these conventions were negotiated and agreed with local union officials, with agreement of pay subject to Equal Pay legislation.

PART 3 – SUPPORTING INFORMATION

PAY POLICY STATEMENT 2022/23 - BACKGROUND

The Conditions of Employment with Tendring District Council in the main conform to those established for local government generally by the NJC, commonly known as the ‘Green Book’. Agreements reached by the NJC are ‘collective agreements’ and if they are incorporated into employees’ contracts of employment, then the changes take effect automatically.

The Pay Policy for 2022/23 provides updated information on the Council’s pay spine and remuneration arrangements. There is limited change reported in the 2022/23 Statement as at the time of writing, the position regarding the pay award 2021/22 remains outstanding between National Employers and National Unions.

The Pay Policy 2022/23 also includes Gender Pay Gap Reporting figures, in line with the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017.

A summary of the Council’s Gender Pay Gap figures is as follows:

Mean difference across Gender

The difference between the male and female mean hourly rate is £1.02. The male mean hourly rate is 7.7% higher than the female mean hourly rate.

Median difference across Gender

The difference between the male and female median hourly rate is £0.40. The female median hourly rate is 3.5% higher than the male median hourly rate.

Additional narrative regarding the authority’s reported Gender Pay Gap can be found in the Pay Policy Statement.

UNISON have been consulted on these proposals and have confirmed agreement as follows:-

“In my capacity as Unison Chairman, I have reviewed the Pay Policy 2022/23 and am happy for it to be adopted”.

BACKGROUND PAPERS FOR THE DECISION

None

APPENDICES

APPENDIX - PAY POLICY STATEMENT 2022/23