

<b>REPORT TO:</b>		Council	
<b>DATE:</b>		23 March 2024	
<b>PORTFOLIO:</b>		Councillor Peter Britcliffe - Deputy Leader of the Council, Resources	
<b>REPORT AUTHOR:</b>		Kirsten Burnett, Head of Policy and OD	
<b>TITLE OF REPORT:</b>		Draft Pay Policy 2024/25	
<b>EXEMPT REPORT (Local Government Act 1972, Schedule 12A)</b>	<b>No</b>	Not applicable	
<b>KEY DECISION:</b>	<b>No</b>	If yes, date of publication:	

**1. Purpose of Report**

1.1 To present a draft Pay Policy for 2024/25.

**2. Recommendations**

2.1 That the draft Pay Policy is agreed and published on the Council's website.

**3. Reasons for Recommendations and Background**

3.1 The Localism Act 2011 (Chapter 8 - Pay Accountability) requires all local authorities to set out its position on a range of issues relating to the remuneration of its employees. The Policy must be approved by the Council in open forum, by the end of March each year and then be published on its website.

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, as follows:

- 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 The Council already publishes pay and remuneration details of its senior managers on its website, within the annual Statement of Accounts.
- 3.4 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.

**4. Alternative Options considered and Reasons for Rejection**

4.1 N/a

**5. Consultations**

5.1 N/a

**6. Implications**

<b>Financial implications (including any future financial commitments for the Council)</b>	The pay and remuneration detailed within the Pay Policy are all within the approved budget of the Council
<b>Legal and human rights implications</b>	The Pay Policy has been prepared to ensure the Council complies with the requirements of the Localism Act 2011.
<b>Assessment of risk</b>	
<b>Equality and diversity implications</b> <i>A <a href="#">Customer First Analysis</a> should be completed in relation to policy decisions and should be attached as an appendix to the report.</i>	A CFA was completed before the policy was written in 2012. There have been no significant changes which require this to be repeated. All posts are subject to a recognised job evaluation and grading process designed to comply with equal pay principles.

**7. Local Government (Access to Information) Act 1985:  
List of Background Papers**

7.1 Localism Act 2011 – Chapter 8:  
<http://www.legislation.gov.uk/ukpga/2011/20/part/1/chapter/8/enacted>

Supplementary Guidance: <https://www.gov.uk/government/publications/openness-and-accountability-in-local-pay-supplementary-guidance>