

Report for: Cabinet

Date of Meeting:	4 March 2025
Subject:	Pay Policy
Cabinet Member:	Cllr Luke Taylor, Leader of the Council
Responsible Officer:	Matthew Page – Head of People, Performance & Waste James Hamblin – Operations Manager – People Services
Exempt:	N/A
Wards Affected:	All
Enclosures:	Appendix 1 – Pay Policy 2024 Appendix 2 – Pay Supplement Policy Appendix 3 – Delegation Scheme

Section 1 – Summary and Recommendation(s)

To comply with the legislative requirements of the Localism Act 2011 relating to transparency on senior officer pay, in particular the roles of the Chief Executive, Directors and other senior officers. The Localism Act 2011 requires an annually published Pay Policy which has been adopted by Full Council.

Recommendation(s):

That Cabinet review the Pay Policy and appendices and recommend to Council to approve

Section 2 – Report

- 1.1 The Localism Act required that all local authorities publish a Pay Policy on an annual basis. The Policy should be agreed by a meeting of the Council and be published on the Council's website.
- 1.2 The purpose of having a Pay Policy is so that the pay and related awards structure of the Council are transparent. The Pay Policy is detailed in Appendix 1.

- 1.3 At the present time, the Chief Executive is appraised on an annual basis by a group of Members as set out in the Constitution. The Leader consults a review panel which includes the Deputy Leader, the Chairman and Chair of Scrutiny on the objectives to be set and these are agreed with the Chief Executive.
- 1.4 Cabinet and Leadership Team meet on a monthly basis to monitor progress within each service area. Cabinet Members can raise issues with the Chief Executive and Directors on performance in any area of the Council.
- 1.5 A commitment was made to regularly review the content of the Pay Supplement Policy. It is attached in Appendix 2 for information. We also have a scheme of delegation as required by law to authorise potential agreements should a situation arise where they be seen as necessary. This is attached in Appendix 3.
- 1.6 Following the change in the Leadership Team structure referenced in last year's report, further restructures have taken place. This has seen the removal of one post and five new roles implemented. This is outlined in Appendix 1.
- 1.7 The Cost of Living rise agreed between the LGA and the Unions gave each employee (up to SCP43, inclusive) a rise of £1,290 regardless of their role or grade (pro rata for part time staff). For those on SCP44 and above, the award saw an increase of 2.5% on all pay points. This was awarded in October and was paid on the 22 November 2024.
- 1.8 This increase has resulted in the annual mean pay of all employees increasing from £31,713 in 2022/2023 to £33,749 in 2023/2024. It has also resulted in the pay multiple of the Chief Executive to both the mean salary and the lowest paid FTE employee in the Council decreasing from 2023/2024.
- 1.9 The gender mean pay gap is -0.30% for the Council compared to 7% nationally. We are therefore in a considerably stronger position than many other organisations.

Financial Implications

None arising from this report.

Legal Implications

In accordance with the Council's Constitution.

Risk Assessment

The risk to the Council of not complying with its legislative requirements are mitigated by this report and having robust performance management systems in place.

Impact on Climate Change

No climate change issues are highlighted in this report.

Equalities Impact Assessment

Considerations are given to specific policy and decisions with regards to equality impact assessments.

Relationship to Corporate Plan

To have a robust Pay Policy which ensures good use of public money in respect of the salaries of the most senior employees of the Council that is both transparent and visible. To ensure the Council is able to recruit and retain staff of a sufficiently high quality and who are able to deliver the objectives of the Corporate Plan.

Section 3 – Statutory Officer sign-off/mandatory checks

Statutory Officer: Andrew Jarrett

Agreed by or on behalf of the Section 151

Date: 18.02.2025

Statutory Officer: Maria De Leburne

Agreed on behalf of the Monitoring Officer

Date: 18.02.2025

Chief Officer: Stephen Walford

Agreed by or on behalf of the Chief Executive/Corporate Director

Date: 17.02.2025

Performance and risk: Stephen Carr

Agreed on behalf of the Corporate Performance & Improvement Manager

Date: 18.02.2025

Cabinet member notified: Yes

Report: Exclusion of the press and public from this item of business on the published agenda on the grounds that it involves the likely disclosure of exempt information. No.

Appendix: Exclusion of the press and public from this item of business on the published agenda on the grounds that it involves the likely disclosure of exempt information. No.

Section 4 - Contact Details and Background Papers

Contact: Matthew Page, Head of People, Performance & Waste
James Hamblin, Operations Manager – People Services

Email: MPage@middevon.gov.uk
JHamblin@middevon.gov.uk

Telephone: 01884 234919
01884 234203

Background papers: Previous Pay Policy Reports taken to Scrutiny Committee, Cabinet and PDG