



COUNCIL – 15TH MARCH 2023

SUBJECT: PUBLICATION OF THE PAY POLICY STATEMENT 2023/24

REPORT BY: HEAD OF PEOPLE SERVICES

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1. PURPOSE OF REPORT

- 1.1 The purpose of the report is to seek approval from Council for the publication of the Authority's Pay Policy Statement 2023/24.

2. SUMMARY

- 2.1 The Pay Policy Statement attached at Appendix 1 contains the full details of the remuneration position for the Council for 2023 / 24. It is a statement of fact.
- 2.2 It is a legislative requirement that this information is published on an annual basis by 31st March each year, once agreed by Council.
- 2.2 The Pay Policy Statement will be published on the Council's Website and will be available for access by members of the public.

3. RECOMMENDATIONS

- 3.1 Council is asked to agree:-
- 3.1.1 The attached Pay Policy Statement 2023/24 (Version 12) for publication on the Council's website.
- 3.1.2 The amendments to Grades 1–3 on the National Joint Council (NJC) for Local Government Services Pay Structure at Appendix A of the Pay Policy 2023 / 24.

4. REASONS FOR THE RECOMMENDATIONS

- 4.1 The recommendations ensure that the Council complies with legislative requirements by the publication of the Pay Policy 2023 / 24 and also that the Council's NJC Pay Spine is in line with the 2022 pay award for National Joint Council (NJC) for Local Government Services.

5. THE REPORT

- 5.1 Since 2012, Local Authorities in England and Wales have been required to publish an annual pay policy statement in accordance with the Localism Act 2011 detailing:
- a) The Council's policies towards all aspects and elements of the remuneration of Chief Officers (Chief Officers are as defined in para 5.1 of this policy);
 - b) The approach to the publication of, and access to, information relating to all aspects of the remuneration of Chief Officers;
 - c) The Council's policy on the remuneration of its lowest paid employees (including the definition adopted and reasons for it);
 - d) The relationship between the remuneration of its Chief Officers and other employees.
- 5.2 Further guidance has been issued since this date and in December 2016, the Staff Commission published "Advice and guidance on the Welsh Government Framework on 'Transparency of Senior Remuneration in the Devolved Welsh Public Sector'". This guidance replaced any previous guidance issued under section 40 of the Localism Act 2011.
- 5.3 The provisions which relate to Pay Policy Statement only apply to employees directly appointed and managed by the Council. Employees who are appointed and managed by schools are, therefore, not required to be included within the scope of Pay Policy Statement. This reflects the unique employment legislation position whereby all schools' employees are employed by the Local Authority, but decisions about the appointment and management of such employees are mostly discharged by Head Teachers / Governing Bodies, as appropriate.
- 5.4 The Pay Policy Statement attached at Appendix 1 contains the full details of the remuneration position for the Council for 2023 / 24 that are required to be published under legislation. It is a statement of fact.
- 5.5 There is a legislative requirement that the Pay Policy Statement is published on an annual basis by 31st March each year, once agreed by Council.
- 5.6 The Pay Policy Statement will be published on the Council's Website, and will be available for access by members of the public.
- 5.7 The Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton "Review of Fair Pay in the Public Sector" (2010). The Pay Policy Statement publishes these relativities at paragraph 7.5 and CCBC is well within the advisory guidelines provided.
- 5.8 **Conclusion**
- The Council has a legal requirement to publish a Pay Policy Statement by 31st March each year. The Pay Policy statement attached at Appendix 1 is a statement of fact of remuneration at the time of agreement by Council.
- 5.9 As part of the Local Government Services national pay award for 2022, the NJC agreed that with effect from 1st April 2023, Spinal Column Point (SCP) 1 will be permanently deleted from the NJC pay spine.

5.10 The agreed NJC pay structure for the Council is Grade 1 through to Grade 12 using SCPs 1 - 43 (inclusive) of the NJC pay spine.

5.11 The removal of SCP 1 from the NJC pay spine will have an impact on Grades 1 to 3 in the Council's pay structure as below:

5.11.1 Current Grades 1 – 3

Grade	SCP April 22
Grade 1	1
Grade 2	2
Grade 3	3
	4

5.11.2 Proposed Grades 1 – 3 with effect from 1st April 2023

Grade	SCP April 22
Grade 1	2
Grade 2	3
Grade 3	4

5.12 The impact of the proposals on the grading structure are detailed below:

- The minimum SCP is removed from Grade 3.
- Employees who are currently on SCPs 1, 2 and 3 each receive a one point incremental increase on 1st April 2023.
- In advance of any collective agreement being reached for the 2023 Pay Award, the employees on SCPs 1, 2 and 3 are currently those who are in receipt of the Foundation Living Wage rate of £10.90 per hour and receive the supplement payment to reflect this, as the rate is higher than the hourly rate attached to their annual salary.
- Employees on SCP4 are currently being paid above the Foundation Living Wage.
- This proposed amendment to the NJC pay and grading structure maintains the principles of the 2009 and 2019 collective agreements in relation to the NJC Pay Structure. Grades 1 through to 12 are maintained with no overlap in Grade.
- Staff in Grades 1 to 3 are affected positively with no detriment to any employee.

5.13 Each year the election fees detailed in Appendix F are uplifted by the percentage NJC pay award. However, last year's award was a flat rate payment. The fees have therefore been uplifted by the average percentage of 6.86%.

6. ASSUMPTIONS

6.1 There are no assumptions made within this report.

7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT

7.1 The Pay Policy 2023/24 is a statement of fact. An integrated impact assessment has not been completed for this Pay Policy, but all the policies referred to in the Pay

Policy have been subject to an impact assessment.

8. FINANCIAL IMPLICATIONS

- 8.1 Salaries are accounted for within core service revenue budgets. The national pay award for Soulbury for 2022 / 23 is still subject to agreement. The national pay awards for 2022 / 23 are subject to negotiation. Any increase in salaries will need to be funded from the Council's Revenue Budget.
- 8.2 Any increase in costs as a result of the deletions of SCP in the NJC pay structure will be met by service areas.

9. PERSONNEL IMPLICATIONS

- 9.1 The personnel implications are included in the report.

10. CONSULTATIONS

- 10.1 The consultation responses have been incorporated in the report.
- 10.2 With regard to recommendation 3.1.2 '*The amendments to Grades 1 – 3 on the National Joint Council (NJC) for Local Government Services Pay Structure at Appendix A of the Pay Policy 2023 / 24.*', the responses from GMB and UNISON are provided below for Members information:

GMB – 'after considering the information that has been provided to us, I can advise that the GMB have no objection to the proposal as it is positive for those staff who fall into the grades outlined above and no members will suffer any detriment as a result of the adjustments.'

Unison – 'UNISON are happy with the proposal presented.'

11. STATUTORY POWER

- 11.1 Local Government Act 1972
Localism Act 2011
Local Government (Wales) Measure 2011
Local Government (Wales) Act 2015
The Council's Constitution

Author: Lynne Donovan, Head of People Services

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Mark Williams, Corporate Director Economy and Environment
Cllr Nigel George, Cabinet Member for Corporate Services
Stephen Harris, Head of Financial Services and S151 Officer
Robert Tranter, Head of Legal Services and Monitoring Officer
Nicola Chapman, HR Service Manager

Lisa Downey, HR Service Manager
Trade Unions – GMB, UNISON, Unite

Appendices:

Appendix 1 Pay Policy Statement 2023/24 (Version 12)