

Committee: Council

Date: 22 February
2018

Title: Pay Policy

**Portfolio
Holder:** Cllr Simon Howell

Item for decision:
Yes

**Report
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Services, 01799 510500

Summary

1. There is a requirement under the Localism Act 2011 for authorities to publish a pay policy and to review it annually. The policy sets out the pay and remuneration schemes in place and sets out the criteria for the forthcoming year.
2. A new requirement under the Equalities Act 2010 (Specific Duties and Authorities) Regulations 2017 requires the council to publish gender pay gap information. This information is included as a new section of the Pay Policy.

Recommendations

3. The Council is recommended to approve the Pay Policy as set out in Appendix A.

Financial Implications

4. There are no implications for the Council's budget beyond those approved as part of the 2018/19 budget setting process.

Background Papers

5. None

Impact

- 6.

Communication/Consultation	Staff have been made aware of the requirement to publish this information.
Community Safety	None
Equalities	No change from 2017/18
Health and Safety	None
Human Rights/Legal Implications	None

Sustainability	None
Ward-specific impacts	None
Workforce/Workplace	No specific implications as the policy only combines into one document policies already in place

Situation

7. The Localism Act 2011 put in place a requirement for councils to approve a Pay Policy before the start of each financial year. The policy will be used for the forthcoming year to determine recruitment, retention and reward for both existing and new staff.
8. All relevant government directives and guidance notes have been used to compile this policy.
9. It is possible to amend the policy during the year but any amendments must be approved by Full Council.
10. In accordance with the councils wish to demonstrate transparency, and to comply with the requirements of the Act, the policy and associated documents will be published on the internet.
11. An Equalities Impact Assessment has been completed and is attached as Appendix B.
12. The Equalities Act 2010 (Specific Duties and Public Authorities) Regulations 2017 came into force on 31 March 2017. The Regulations require employers to report on the gender pay gap within their organisation.
13. The gender pay gap is a measurement of the difference between men and women's average salaries and the Council is required to publish four measures of information as set out in the Pay Policy, based on a snapshot of pay information taken on 31 March 2017.
14. The Council has no significant gender pay gap issues. On average (mean and median) the Council pays its female employees slightly more than its male employees. The mean hourly rate is 3.3 per cent higher for women than men and the median hourly rate is 3.27 per cent higher for women than men.

Risk Analysis

15.

Risk	Likelihood	Impact	Mitigating actions
The policy is not approved by 31	1 – the report	2 – failure to	Policy is before

March	is being presented to council well ahead of the deadline	comply with the Localism Act	Members in advance of the deadline
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1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.