

Report To:	COUNCIL
Date:	12 FEBRUARY 2024
Heading:	PAY POLICY STATEMENT 2024 - 2025
Portfolio Holder:	CLLR VICKY HESLOP, EXECUTIVE LEAD MEMBER FOR GOVERNANCE
Ward/s:	NOT APPLICABLE
Key Decision:	NO
Subject to Call-In:	NO

Purpose of Report

Section 38 of the Localism Act 2011 requires local authorities to publish a Pay Policy Statement by 31 March each year. This report presents the Ashfield District Council Pay Policy Statement 2024-2025 for agreement.

Recommendation(s)

That the Pay Policy Statement 2024-2025 is approved.

Reasons for Recommendation(s)

To ensure that the Council complies with legislative requirements.

Alternative Options Considered

(with reasons why not adopted)

No other alternatives considered.

Detailed Information

Section 38 of the Localism Act 2011 requires local authorities to publish a Pay Policy Statement by 31 March each year. The purpose of the Statement is to increase accountability in relation to payments made to senior members of local authority staff by enabling public scrutiny.

A Pay Policy Statement must set out the Authority's policies relating to:

- a) the remuneration of its chief officers,
- b) the remuneration of its lowest-paid employees, and
- c) the relationship between the remuneration of its chief officers and the remuneration of its employees who are not chief officers.

The Statement must include the Authority's policies relating to:

- a) the level and elements of remuneration for each chief officer,
- b) remuneration of chief officers on recruitment,
- c) increases and additions to remuneration for each chief officer,
- d) the use of performance-related pay for chief officers,
- e) the use of bonuses for chief officers,
- f) the approach to the payment of chief officers on their ceasing to hold office or to be employed by the authority, and
- g) the publication of and access to information relating to remuneration of chief officers.

The Pay Policy Statement may include information relating to the policy on employment terms and conditions for all chief officers.

The Statement must be approved by a resolution of the Authority before the 31 March immediately before the financial year to which it relates. The Pay Policy Statement may be amended by resolution during the year. It must be published on the Authority's website as soon as possible after approval. Publishing the Pay Policy Statement also meets requirements under the Code of Recommended Practice for Local Authorities in Data Transparency.

The term 'chief officer' referred to above includes:

- a) the head of paid service designated under section 4(1) of the Local Government and Housing Act 1989;
- b) the monitoring officer designated under section 5(1) of that Act (monitoring officer also Executive Director, Governance);
- c) a statutory chief officer mentioned in section 2(6) of that Act (S151 Chief Finance Officer also Corporate Resources Director)
- d) a non-statutory chief officer mentioned in section 2(7) of that Act (three Executive Directors by virtue of reporting directly to the head of paid service).

The Pay Policy Statement must include the following information in relation to each chief officer listed above:

- a) the chief officer's salary,
- b) any bonuses payable,
- c) any charges, fees or allowances payable,
- d) any benefits in kind to which the chief officer is entitled,
- e) any increase or enhancement to the chief officer's pension entitlement, and
- f) any amounts payable to the chief officer on the chief officer ceasing to hold office or be employed by the Authority.

Appendix One contains the full Pay Policy Statement for Ashfield District Council for the year 2024 - 2025. It is intended to publish this document on the Council's website immediately after resolution.

Summary of the Pay Policy Statement 2024 - 2025

The Pay Policy 2024-2025 reflects the pay for the period 2023-2024.

Remuneration of chief officers

- Chief Executive (CEO) – incorporates statutory officer Head of Paid Service total annual remuneration (excludes Election duties) £129,158
- Executive Director Governance (incorporating Monitoring Officer) £95,220
- Executive Director – Place £95,220
- Executive Director –Transformation - £95,220
- Executive Director – Operations - £95,220
- Corporate Finance Manager (incorporating Section 151 officer) - £85,698

Remuneration of lowest paid employees

The current minimum point for a competent employee taken on in a defined role is £23,114.00.

Relationship between the above

- The relationship between the remuneration of Chief Executive (the highest paid employee) and the lowest paid employees is 5.59:1
- The relationship between the remuneration of the Chief Executive (the highest paid employee) and the median average earnings across the Council is 4.49.1

Implications

Corporate Plan:

Not applicable.

Legal:

Approval of the Pay Policy Statement before 31 March 2024 ensures compliance with the Localism Act 2011. [RLD 25/01/2024]

Finance: There are no direct financial implications arising from approval of this Pay Policy Statement. [PH 30/01/2024].

Risk:

Risk	Mitigation
Failure to comply with the legislative requirements.	Approval of the Pay Policy Statement in accordance with the recommendation in the report ensures compliance.

Human Resources:

The policy is produced by Human Resources taking into consideration relevant legislation [NM 16/01/2024]

Environmental/Sustainability

Not applicable.

Equalities:

The equality impact assessment has been reviewed as part of the updating of the policy.

Other Implications:

None. Reason(s) for Urgency

Not applicable.

Reason(s) for Exemption

Not applicable.

Background Papers

Appendix 1 – Pay Policy Statement 2024-2025

Report Author and Contact Officer

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