



To: Members of the Remuneration Committee

Notice of a Meeting of the Remuneration Committee

Thursday, 30 January 2020 at 9.00 am

County Hall, Oxford, OX1 1ND

A handwritten signature in blue ink, appearing to read 'Yvonne Rees'.

Yvonne Rees
Chief Executive

January 2020

Committee Officer: **Deborah Miller**
Tel: 0792 0084239 ; Email: deborah.miller@oxfordshire.gov.uk

Membership

Chairman – Councillor Ian Hudspeth
Deputy Chairman - Councillor Kevin Bulmer

Councillors

Liz Brighthouse OBE
Mrs Judith Heathcoat

Charles Mathew
Richard Webber

Notes:

- **Date of next meeting: 12 January 2021**

Declarations of Interest

The duty to declare.....

Under the Localism Act 2011 it is a criminal offence to

- (a) fail to register a disclosable pecuniary interest within 28 days of election or co-option (or re-election or re-appointment), or
- (b) provide false or misleading information on registration, or
- (c) participate in discussion or voting in a meeting on a matter in which the member or co-opted member has a disclosable pecuniary interest.

Whose Interests must be included?

The Act provides that the interests which must be notified are those of a member or co-opted member of the authority, **or**

- those of a spouse or civil partner of the member or co-opted member;
- those of a person with whom the member or co-opted member is living as husband/wife
- those of a person with whom the member or co-opted member is living as if they were civil partners.

(in each case where the member or co-opted member is aware that the other person has the interest).

What if I remember that I have a Disclosable Pecuniary Interest during the Meeting?.

The Code requires that, at a meeting, where a member or co-opted member has a disclosable interest (of which they are aware) in any matter being considered, they disclose that interest to the meeting. The Council will continue to include an appropriate item on agendas for all meetings, to facilitate this.

Although not explicitly required by the legislation or by the code, it is recommended that in the interests of transparency and for the benefit of all in attendance at the meeting (including members of the public) the nature as well as the existence of the interest is disclosed.

A member or co-opted member who has disclosed a pecuniary interest at a meeting must not participate (or participate further) in any discussion of the matter; and must not participate in any vote or further vote taken; and must withdraw from the room.

Members are asked to continue to pay regard to the following provisions in the code that *“You must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself”* or *“You must not place yourself in situations where your honesty and integrity may be questioned.....”*.

Please seek advice from the Monitoring Officer prior to the meeting should you have any doubt about your approach.

List of Disclosable Pecuniary Interests:

Employment (includes *“any employment, office, trade, profession or vocation carried on for profit or gain”*.), **Sponsorship, Contracts, Land, Licences, Corporate Tenancies, Securities.**

For a full list of Disclosable Pecuniary Interests and further Guidance on this matter please see the Guide to the New Code of Conduct and Register of Interests at Members’ conduct guidelines.

<http://intranet.oxfordshire.gov.uk/wps/wcm/connect/occ/Insite/Elected+members/> or contact Glenn Watson on **07776 997946** or glenn.watson@oxfordshire.gov.uk for a hard copy of the document.

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

AGENDA

1. **Election of Chairman for the remainder of the Council Year 2019/20**
2. **Election of Deputy Chairman for the remainder of the current Council Year 2019/20**
3. **Apologies for Absence and Temporary Appointments**
4. **Declarations of Interest - see guidance note**
5. **Minutes (Pages 1 - 2)**

To approve the minutes of the meeting held on 4 April 2019 (**RC3**) and to receive information arising from them.

6. **Petitions and Public Address**
7. **Gender Pay Gap (Pages 3 - 6)**

This report gives an overview of Oxfordshire County Council's Gender Pay Gap which is required under The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017. It gives a brief overview of the Gender Pay Gap and the requirements we are obliged to meet. Finally, this report gives a high-level overview of planned communication of our Gender Pay Gap.

The Remuneration Committee is asked to consider, comment and agree on Annex 2 which will be information placed before Council on 11 February 2020. The obligation on the Council is to publish annually a Gender Pay Gap Report by 30 March each year and this Data Summary sets out the minimum information required for that report. It is considered appropriate to consider both the Pay Policy Statement and the Gender Pay Gap Report at the forthcoming Council meeting on 11 February 2020.

The Remuneration Committee is RECOMMENDED to note and agree the figures for publication.

EXEMPT ITEM

It is RECOMMENDED that the public be excluded for the duration of items RC8 and RC9 since it is likely that if they were present during those items there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified below in relation to those items and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

THE REPORT AND ANNEXES TO THE ITEM HAVE NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

THIS ALSO MEANS THAT THE CONTENTS SHOULD NOT BE DISCUSSED WITH OTHERS AND NO COPIES SHOULD BE MADE.

8. Exempt Minutes (Pages 7 - 8)

To approve the exempt minutes of the meeting held on 4 April 2019 (**RC8**) and to receive information arising from them.

The information contained in the report is exempt in that it falls within the following prescribed category:

1 Information relating to any individual

It is considered that in this case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would infringe the rights of the individual to privacy contrary to the general law and the duty of the authority to respect human rights and to comply with that law and contrary to the authority's duties as a fair employer.

9. Pay Policy Statement (Pages 9 - 28)

The information contained in the report is exempt in that it falls within the following prescribed category:

- 4 Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the authority or a Minister of the Crown and employees of, or officer-holders under the authority*

It is considered that in this case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would distort the proper process of free negotiations between the authority with another party for the purposes described and would prejudice the position of the authority in those negotiations and other negotiations of a similar nature in future.

Report by the Corporate Director Customers & Organisational Development (**RC9**)

This report gives an overview of the Pay Policy Statement which is required under The Localism Act 2011. It gives a brief overview of the revisions that have been made and has the Pay Policy Statement as an Appendix.

The Remuneration Committee is RECOMMENDED to consider the draft report and agree it for submission to Council.

REMUNERATION COMMITTEE

MINUTES of the meeting held on Thursday, 4 April 2019 commencing at 6.15 pm and adjourning at 6.47 pm, reconvening at 1.30 pm on Thursday 11 April and finishing at 1.53 pm.

Present:

Voting Members: Councillor Ian Hudspeth – in the Chair

Councillor Kevin Bulmer (Deputy Chairman)

Councillor Lynda Atkins

Councillor Liz Brighthouse OBE (in attendance on Thursday 11 April)

Councillor Mrs Judith Heathcoat

Councillor Charles Mathew

Councillor Richard Webber

Officers: Yvonne Rees, Chief Executive; Kim Terry, HR Business Partner – People; Sue Whitehead (Resources Directorate)

The Committee considered the matters, reports and recommendations contained or referred to in the agenda for the meeting, and decided as set out below. Except as insofar as otherwise specified, the reasons for the decisions are contained in the agenda and reports, copies of which are attached to the signed Minutes.

6/19 MINUTES
(Agenda No. 3)

The Minutes of the meeting held on 30 January 2019 were approved and signed as a correct record, subject to the correction of the word 'Quality' in the preamble to Minute 3/19 to read 'Equality'.

7/19 EXEMPT ITEM
(Agenda No. 5)

RESOLVED: that the public be excluded for the duration of item RC6 since it is likely that if they were present during that item there would be disclosure of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972 (as amended) and specified below in relation to those items and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

SUMMARY OF PROCEEDINGS FOLLOWING THE WITHDRAWAL OF THE PRESS AND PUBLIC

8/19 SENIOR OFFICER APPOINTMENTS

(Agenda No. 6)

The public should be excluded during this item because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following categories prescribed by Part I of Schedule 12A to the Local Government Act 1972 (as amended):

- 1. *Information relating to any individual*

and it is considered that in this case the public interest in maintaining the exemption outweighs the public interest in disclosing the information in that such disclosure would infringe the rights of the individual to privacy contrary to the general law and the duty of the authority to respect human rights and to comply with that law and contrary to the authority's duties as a fair employer..

Members agreed the appointment of a Director of Public Health, following an adjournment so that Cabinet Members could be given an opportunity to make objections, in line with the Council's Constitution.

..... in the Chair

Date of signing 2019

OUR GENDER PAY GAP

THE FIGURES

All public sector employers are required to publish information about their gender pay gaps by 31 March 2020. This information is based on the snapshot date of 31 March 2019.

On 31 March 2019, there were 5,043 employees who met the definition of 'full-pay relevant employee' set out by government for the purposes of gender pay gap reporting. 66.2 per cent of these were female and 33.8 per cent were male with 48 per cent working part-time and 52 per cent working full-time.

HOURLY RATE OF PAY

Difference between men and women

Our mean gender pay gap **3.3%**

Our median gender pay gap **1.3%**

BONUS PAY

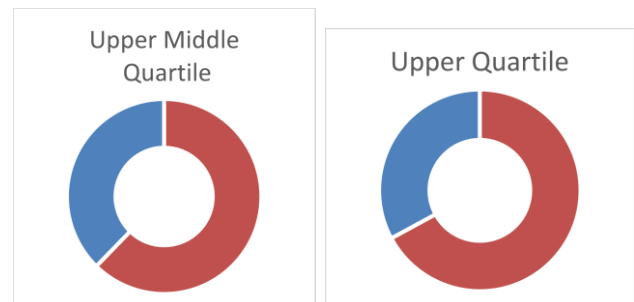
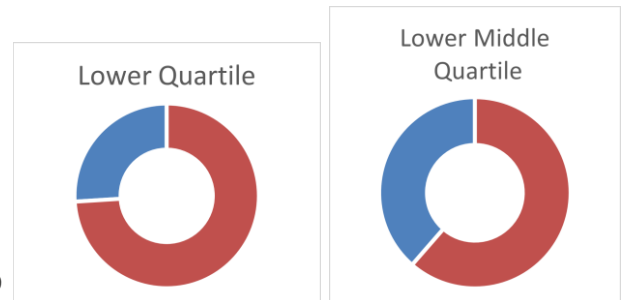
Our mean bonus gender pay gap

Our median bonus gender pay Gap **0%**

Our proportion of males receiving a bonus payment **for all**

Our proportion of females receiving a bonus payment

PROPORTION OF MALES AND FEMALES IN EACH QUARTILE PAY BAND



Male: 37.7% Female: 63.3%

Male: 32.9% Female: 67.1%

PROGRESS SINCE LAST YEAR

There has been a narrowing of the pay gap since last year both in term of the median and the mean, with a drop in the mean from 3.9% to 3.3%, and the median from 3.0% to 1.3% in favour of men. This year's figures are also quite good in comparison with those of 2017 when the median gap was exceptionally low at 0.1% (see the table below) These figures are well below the national average and show that there are no impediments to women in reaching senior positions and achieving higher earnings, due in part to the diversity policies that the council has in place (see below under Our Commitment).

Mean and Median Gender Pay Gaps from 2017 to 2019

Mean			Median		
2017	2018	2019	2017	2018	2019
3.5%	3.9%	3.3%	0.1%	3.0%	1.3%

Proportion of Males and Females in Each Quartile Pay Band from 2017 to 2019

Year	Lower Quartile		Lower Middle Quartile		Upper Middle Quartile		Upper Quartile	
	Male	Female	Male	Female	Male	Female	Male	Female
2017	29.6%	70.4%	41.5%	58.5%	36.7%	63.3%	34.4%	65.6%
2018	30.1%	69.9%	35.5%	64.3%	38.9%	61.1%	32.9%	67.1%
2019	26.0%	74.0%	38.6%	61.4%	37.7%	62.3%	32.9%	67.1%

The figures show that there is a good spread of females across all the pay quartiles, notably in the upper quartile where they represent 67.1% of the population.

HOW THE FIGURES ARE CALCULATED

We have used pay data from 5,043 of our staff from all levels of the organisation to calculate our gender pay gap figures.

HOW IS THE MEAN GENDER PAY GAP CALCULATED?

The mean gender pay gap is the difference between the average of pay for men and women.

We start by working out the mean hourly pay rate for men – we add together the hourly pay rates of all male employees on full-pay and divide this figure by the number of male full-pay employees. We then do the same for our female employees.

We subtract the mean hourly pay rate for women from the mean hourly pay rate for men; divide the result by the mean hourly pay rate for men, and multiply the result by 100.

HOW IS THE MEDIAN GENDER PAY GAP CALCULATED?

Gender Pay Gap Report 2020 -----

The median gender pay gap is defined as the difference between the midpoints in the ranges of pay for men and women.

To work this out, we arrange the hourly pay rates of our male employees on full-pay from highest to lowest and find the hourly pay rate in the middle of the range. We then do the same for our female employees.

We subtract the median hourly pay rate for women from the median hourly pay rate for men, divide the result by the median hourly pay rate for men and multiply by 100.

HOW ARE PAY QUANTILES CALCULATED?

Quantiles are calculated by listing the rates of pay for each of our employees from highest to lowest, splitting the list into four equal sized groups and working out the percentage of male and females in each group.

OUR COMMITMENT

We are committed to the principles of equality, diversity, fairness and inclusion.

People matter and our approach to people management should not put any group at a disadvantage. Regardless of identity or background, everyone deserves to be able to develop their skills and talents to meet their full potential, work in a safe, supportive and inclusive environment, be fairly rewarded and recognised for the work they do and have the opportunity to have their say on matters that affect them.

We are also committed to achieving a diverse workforce that fully reflects our community.

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By virtue of paragraph(s) 1 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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By virtue of paragraph(s) 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Oxfordshire County Council Pay Policy Statement

This policy statement was reviewed by the Remuneration Committee and has been approved by the Council. It will be subject to review annually and in accordance with new or proposed legislation to ensure that it remains relevant and effective. It is effective from 1st March 2020.

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Overview

1. Oxfordshire County Council aims to develop and implement reward systems and structures which meet the following requirements:
 - Allow the Council to recruit and retain high calibre employees to provide high quality services
 - Maintain levels of pay which are in line with the Council's financial policies and provide value for money
 - Are open, transparent and accountable
 - Are fair and consistent
2. The purpose of this statement is to support the transparency of the Council's approach to setting pay by detailing:
 - The methods by which salaries of all roles are determined
 - The methods by which employees progress their individual pay within their role

Application

3. This Pay Policy Statement applies to all employees except for those employed by Schools.

Definitions

4. To support the transparency of this Pay Policy Statement, below are definitions for common words / phrases that are used throughout.
 - "Chief Officers"
The definition of chief officers is defined as the officer designated as the head of the authority's paid service; a statutory chief officer - which under the Local Government and Housing Act 1989 means Director of children's services, Director of adult social services, Director of public health, Section 151 Officer and Monitoring Officer; and a non-statutory chief officer - which under section 2(7) of the 1989 Act means direct reports of the head of paid service (HOPS), a person for whom the HOPS is directly responsible, a person who as respects all or most of their duties is required to report directly or is directly accountable to the HOPS, or a person who as respects all or most of their duties is required to report directly or is directly accountable to Full Council or a committee or sub-committee.

For the purposes of Oxfordshire County Council these posts are:

- Chief Executive (Head of Paid Service)
- Statutory chief officers
 - Corporate Director Children's Service
 - Corporate Director Adult Services
 - Corporate Director Public Health and Wellbeing
 - Director of Finance (Section 151 Officer)
 - Director of Law and Governance(Monitoring Officer)
- Non- statutory chief officer
 - Corporate Director Communities
- Corporate Director Place and Growth (Fixed Term)
 - - Corporate Director Customers and Organisational Development
 - Corporate Director Commercial Development, Assets and Investment
- "Lowest Paid Employees"

The lowest paid employees are those who are paid in Grade 1, Spinal Point 1 which is the lowest normal pay point. It is currently payable to some cleaning staff and lunchtime supervisors. Lowest paid employees excludes apprentices due to their trainee status and excludes staff who have transferred in to the Council under TUPE protected rates
- "Pay Multiple"

The pay multiple is the relationship between two different pay amounts, showing the number of times one value contains or is contained within the other. The relationships will be shown between:

 - the highest paid taxable earnings (including base salary, variable pay, bonuses, allowances and the cash value of any benefits-in-kind) and the lowest paid taxable earnings
 - the highest paid taxable earnings (including base salary, variable pay, bonuses, allowances and the cash value of any benefits-in-kind) and the median earnings figure of the whole workforce

Legislation

5. This Pay Policy Statement fulfils Oxfordshire County Council's legal obligations under The Localism Act 2011.
6. The Council will also publish details of its senior pay, salary and organisational structure information as required by the Local Government Transparency Code 2015.
7. This Statement will be published on the Council's public website and will be available in other formats upon request.
8. Procedural and approval requirements set down in the Council's Constitution will be applied as required.

Pay Strategy

9. We undertake a comprehensive review of the remuneration of all staff each year, taking into consideration hourly pay rates and other significant benefits such as annual leave above the statutory requirements, employer pension contributions and training and development. We believe that taking a holistic view to remuneration ensures that our staff are rewarded fairly and encourages us all to think of total reward packages rather than a single component such as base pay.
10. When annual leave above the statutory minimum requirements and employer pensions contributions are added to our lowest pay rates, the hourly rate equates to £10.34. This is currently 10.75 per cent above the UK Living Wage of £9.30 (2019/20).

Pay Design

11. There are 9 pay schemes in operation (in agreement with trade unions). These are:
 - Joint Negotiating Committee for Chief Officers
 - Green Book (majority of Council employees)
 - National Joint Council for Chief and Assistant Chief Fire Officers
 - Grey Book (Firefighters)
 - Blue Book (Soulbury Committee covering Educational Psychologists)
 - Burgundy Book (Teachers)
 - National Joint Council for Workshops for the blind
 - National Joint Council for Coroners
 - Public Health
12. The Council ensures that all pay arrangements can be objectively justified through the use of Job Evaluation methods.
 - Oxfordshire County Council uses the National Green Book job evaluation scheme up to a Grade 18
 - Roles above Grade 18 are subject to a separate Local Government Association approved Senior Manager job evaluation scheme
 - Chief Officer roles were subject to a comprehensive external Senior Manager review in 2016 and salaries reflect the outcome of that review
13. The grade of each role determines the pay which may be awarded. For most grades, there are four increment pay points through which employees can progress.
14. Grading structures for all groups of employees will be implemented in line with agreed published pay scales and agreed relevant national terms and conditions of employment.

15. The Remuneration Committee is the appointing body for 'Corporate Directors and Statutory Chief Officers only (apart from the Monitoring Officer).
16. For non-statutory chief officers and directors who come under the definition of Deputy Chief Officer, the appointor would be the Head of Paid Service.

Post	Regulatory Description	Appointor under Constitution
Head of Paid Service	Head of Paid Service	Full Council
Corporate Director Children' Services	Statutory Chief Officer	Remuneration Committee
Corporate Director Adult Services	Statutory Chief Officer	Remuneration Committee
Corporate Director Public Health and Wellbeing	Statutory Chief Officer	Remuneration Committee
(s151 Officer) Director of Finance	Statutory Chief Officer	Full Council
Monitoring Officer	Statutory Chief Officer	Full Council
Corporate Director Communities	Non-statutory Chief Officer	Remuneration Committee
Corporate Director Customers and Organisation Development	Non-statutory Chief Officer	Joint Shared Services Personnel Committee
Corporate Director Commercial Development Assets and Investment	Non-statutory Chief Officer	Joint Shared Services Personnel Committee
Corporate Director Place and Growth	Non-statutory Chief Officer	Joint Shared Services Personnel Committee
Various posts – i.e. those reporting to the HOPS, Statutory and Non-Statutory Chief Officers	Deputy Chief Officers (includes Chief Fire Officer)	Relevant chief officer e.g. HOPS, Corporate Director or Director

Where non-statutory chief officers are shared between organisations they will be appointed to by the relevant joint committee with delegated responsibility.

17. It still remains that the Cabinet consultation procedure would be utilised as required by regulations for Chief Officer posts.
18. Any pay or grading changes for Chief Officers are considered and, if agreed, approved by the Remuneration Committee.
19. Salary packages for a new post in excess of £100,000 p.a. will be subject to formal approval by the Remuneration Committee of the Joint Shared Service & Personnel Committee.

Pay Structures

Pay Grades and Progression

20. Most jobs have a grade with four increment points. When an employee is appointed to a new role it is typically at the bottom of the grade, unless they have significant experience in a similar role.
21. Annually (usually on the 1st April), pay awards are implemented in line with local or national negotiations. Employees progress to the next increment point as long as they have been on their existing pay point for six months or more. This system recognises their increasing experience and performance. Progression continues until they reach the top of the grade.
22. High levels of performance are expected from *all* employees and where standards are not satisfactory prompt managerial action will be taken to improve performance. This may include with-holding incremental rises or disciplinary/capability action in accordance with agreed procedures.

Pay Supplements

23. From time to time it may be necessary to pay special allowances or supplements to individual employees as part of their employment contract where specific circumstances require this and where it can be justified in accordance with council policies. Such allowances are determined by Council policy. The Council uses the following:
 - Market supplements in order to attract and retain employees with particular experience, skills and capacity, for example when there are skills shortages locally or nationally. Market supplements must be agreed by the Job Evaluation Moderation Panel which is responsible for the local determination of job grades
 - Special payments where an employee has taken on additional duties and responsibilities for a defined period of time, for example covering a vacancy or taking on a special project
 - Retention Bonuses used in areas where there are particular challenges in retaining the experienced staff required such as Social Workers
 - A Golden Hello of £3500 is used to encourage experienced children's social workers in to our Assessment and Family Support Teams
 - An Introductory Fee may be paid to an employee who formally introduces a children's social work applicant and they are successfully appointed to an approved post. The introductory fee will be paid to the introducer
 - On Call Allowances to compensate employees for their requirement to be available with limited notice
 - Car Allowances are applicable in a handful of circumstances, such as when staff have transferred in to the Council under TUPE protected supplements
 - Certain roles also attract shift allowances for working weekends and/or bank holidays. Night shift premiums and allowances for waking nights are also applicable in certain roles

24. The council will ensure that the requirement for additional allowance or supplement is objectively justified by reference to clear and transparent evidence and where market supplements are considered that this is with reference to data available from within and outside the local government sector.
25. Pay Supplements are subject to reviews as appropriate.

Other Employment-related Arrangements

Local government pension scheme

26. Subject to qualifying conditions, employees have a right to belong to the Local Government Pension Scheme (LGPS).
27. The employee contribution rates, which are defined by statute, currently range between 5.5 per cent and 12.5 per cent of pensionable pay depending on actual salary levels.
28. The Employer contribution rates are set by Actuaries and reviewed on a triennial basis in order to ensure the scheme is appropriately funded. The current average rate is 19.9 per cent.
29. Employees who are in the main section of the LGPS can boost their pension benefits at retirement by buying additional pension up to £7,026 per year. This figure will increase each year in line with the cost of living.
30. Employees can also save Additional Voluntary Contributions to build up a pot of money which is then used to provide additional benefits to the LGPS benefits such as to buy an annuity.
31. The Council will not at any time augment the pension or membership of employees nor award or fund additional pension to employees unless required to do so by the LGPS Regulations.

Fire Brigade pension scheme

32. Subject to qualifying conditions, employees have a right to belong to the Firefighters' Pension Scheme.
33. The employee contribution rates are dependent upon which Scheme the employee is a member of and their actual salary levels. The rates currently range between 8.5 per cent and 17 per cent of pensionable pay.
34. The Employer contribution rates also vary depending on the scheme between 14.3 per cent to 21.7 per cent
35. Employees can purchase Additional pension in line with the Government Actuary's Department guidance

Benefits schemes

36. As part of the Reward Strategy to recruit and retain high calibre employees, the Council provides a wide range of benefits including 'Cycle to Work' salary sacrifice schemes and discounts schemes which support the local economy.

37. A full review of the Benefits offered by the Council is continuing into 2020 from 2019.

Expenses

38. Expenses are based on nationally agreed levels except car mileage which is based on the Inland Revenue All Car rate, currently 45 pence per mile, falling to 25 pence for miles travelled in excess of 10,000 per annum.

Pay Arrangements for Senior Management

39. A number of Senior Officer roles are now joint roles with Cherwell District Council. The funding for those salaries is shared with Cherwell District Council pursuant to the partnership arrangements and the agreed costs sharing principles set out in the Section 113 Agreement. The following roles are the jointly funded roles as at 1st February 2020:

The Chief Executive (Head of Paid Service)

Director for Law and Governance (Monitoring Officer)

Director for Finance (S151 Officer)

Corporate Director for Customers and Organisational Development

Corporate Director for Commercial Development, Assets and Investment

Corporate Director for Place and Growth

Director for IT and Digital

Director for Strategy, Communications and Insight

Director for Culture and Customer Experience

Director of Human Resources

40. There are also a number of contractors that are not included in this pay statement, although they are carrying out established roles

41. Salaries are reviewed annually by the Joint Negotiating Committee for Chief Executives, Joint Negotiating Committee for Chief Officers, and the National Joint Council for Chief and Assistant Chief Fire Officers (as applicable) and changes usually take effect from 1st April.

42. The Council does not apply any bonuses or performance related pay to its Chief Officers.

43. On appointment, salaries are determined based on market data and with reference to the outgoing post holder.

44. Where the Chief Executive or other officer receives election fees these will be shown separately to salary.

Pay Multiples and Medians as of 1st January 2020

45. Bearing in mind the above mentioned shared pay arrangements for senior management, the following tables show the pay multiples and medians of all salaries paid by the council firstly in Table 1 **excluding** and secondly in Table 2 **including** the jointly funded posts.

Table 1: Data based on Salaries paid **only** by the County Council

Pay Multiples excluding the jointly funded Chief Executive post	2018	2019	2020
Highest Paid	£183,585	£144,228	£147,113
Lowest Paid	£15,014	£16,394	£17,364
Pay Multiple between the lowest paid and the highest paid	1 : 12.3	1 : 8.8	1 : 8.47
Median Salary	£29,638	£29,055	£29,636
Pay Multiple between median and highest paid	1 : 6.1	1 : 4.96	1 : 4.94

Table 2 Please note the Chief Executive role is a joint appointment and role working as the Chief Executive for both the County Council and Cherwell District Council. This is reflected in the data provided and is based on salaries paid by **both** the County Council **and** Cherwell District Council

Pay Multiples including the jointly funded Chief Executive salary	2018	2019	2020
Highest Paid	£183,585	£183,585	£194,560
Lowest Paid	£15,014	£16,394	£17,364

Pay Multiple between the lowest paid and the highest paid	1 : 12.3	1 : 8.8	1 : 11.2
Median Salary	£29,638	£29,055	£29,636
Pay Multiple between median and highest paid	1 : 6.1	1 : 6.31	1 : 6.56

Payments on termination of employment

46. The Oxfordshire County Council Redundancy Scheme applies to *all* employees and is currently one and a half times statutory entitlement based on actual pay. It will apply where redundancy payments are due.
47. All employees who have received a redundancy payment in relation to the termination of their contracts of employment will be subject to the provisions of the Redundancy Modification Order and will be subject to Local Government Pension Scheme (LGPS) Regulations or other pension scheme regulations where applicable.
48. Severance payments for *all* employees will comply with the Council's Pensions and Retirement Policy. This sets out that early retirement may be granted for employees aged 55 years and over with at least two years' membership in the LGPS.
49. Where other severance payments are appropriate such payments will be approved by the Director of Law and Governance and the Director of Finance, and will be the subject of a Settlement Agreement for the purpose of compromising any compensation for which the council may otherwise be legally liable.

Publication of pay statement

50. In accordance with publication requirements, a table showing information on the current pay of the Chief Executive, Chief Officers, Deputy Chief Officers and other officers earning over £50,000 pa, will be published on the Council's web site¹. All allowances and other payments will be shown.

Karen Edwards
Director of Human Resources

January 2020

¹ <https://www.oxfordshire.gov.uk/cms/content/annual-accounts-and-audit>

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By virtue of paragraph(s) 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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