

**Divisions: N/A**

**OXFORDSHIRE COUNTY COUNCIL – 9 FEBRUARY 2021**

**ANNUAL REPORT OF THE REMUNERATION COMMITTEE TO OXFORDSHIRE  
COUNTY COUNCIL ON THE COUNCIL'S PAY POLICY STATEMENT AND GENDER  
PAY GAP REPORT**

**Report by Director of HR**

**RECOMMENDATION**

**The Council is RECOMMENDED to:**

- (a) receive the report of the Remuneration Committee;**
- (b) approve the revised Pay Policy Statement at Annex 1 to this report;**
- (c) approve the Gender Pay Gap Report at Annex 2 to this report.**

**Executive Summary**

1. In 2012 a stand-alone Remuneration Committee was set up to report each year directly to Full Council and to make recommendations regarding the Council's Pay Policy Statement. This is the updated report for the Remuneration Committee for 2021-22.
2. The Localism Act requires all councils to agree and publish a Pay Policy Statement every financial year. The Act lays down requirements on the content of the statement. This requirement is supplemented by detailed guidance from the Department for Communities and Local Government entitled 'Openness and Accountability in Local Pay: Guidance under Section 40 of the Localism Act'.
3. In addition, the code of Recommended Practice for Local Authorities on Data Transparency (updated in 2014) requires that Councils publish prescribed information on senior pay, jobs and organisational structures.
4. Full details, as required by the Act and Code of Practice, will be published on the Council's website and will be available on request.
5. The Pay Policy Statement for the Council reflects the joint working arrangements with Cherwell District Council.

**Background**

6. In summary the Pay Policy Statement at Annex 1 must as a minimum include details of how the Council sets its pay including the appropriate policies and parameters. It must also identify the relationship between the remuneration of its chief officers and its lowest paid officers. This statement contains the remuneration information as of 1 January 2021.

## Pay Policy Statement

7. The Pay Policy Statement at Annex 1 fulfils the requirements set down by the relevant legislation and codes and must be reviewed annually.
8. Committee members are requested to note that the Localism Act and its requirement for prescribed content in the statement does not easily translate to the joint working arrangements in place with Oxfordshire County Council and Cherwell District Council. However, it is considered that the statement has been produced both in the spirit and requirements of the legislation. Oxfordshire County Council's contribution to the Chief Executive's salary is £121,945
9. Any pay or grading changes for Chief Officers are considered and, if agreed, approved by the Remuneration Committee.
10. Salary packages for new posts in excess of £100,000 per annum will be subject to formal approval by the Remuneration Committee
11. Local Government (Green Book) employees and Senior Managers received a 2.75% increase in 2020.

## Gender Pay Gap Report

12. From 2017, an employer who has a headcount of 250 or more employees on a 'snapshot date' must comply with regulations on gender pay gap reporting. Gender pay gap calculations are based on employer payroll data drawn from a specific date each year. This specific date is called the 'snapshot date'.
13. The 'snapshot date' for Oxfordshire County Council (as with most other public authority employers) is 31 March every year. The Council must report and publish their gender pay gap information by 30 March of the following year.
14. The gender pay gap shows the difference between the average (mean and median) earnings of *all* male employees and *all* female employees. This is expressed as a percentage of *all* male employee's earnings.
15. The aim of Gender Pay Gap (at Annex 2) reporting legislation is to help employers to identify the gaps in their organisations and to take action to close their gender pay gap.

## Gender Pay Gap vs Equal Pay

16. The gender pay gap differs from equal pay as it is concerned with the differences in the average pay between men and women over a period of time no matter what their role is. Equal pay deals with the pay differences between men and women who carry out the same or similar jobs.

**KAREN EDWARDS**  
Director – Human Resources  
January 2021