

Divisions Affected - All

REMUNERATION COMMITTEE

2 February 2022

Pay Policy Statement

Report by Director of Human Resources

RECOMMENDATION

1. **The Committee is RECOMMENDED to:**
 - a) **Receive the amended pay policy detailed at Annex A**
 - b) **Recommend the 2022/23 Pay Policy Statement to Full Council for approval**

Executive Summary

Pay Policy Statement

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. The Pay Policy Statement must contain the following:
 - The ratio between the highest paid chief officer and the lowest paid employees at the council and the highest paid chief officer and the median pay point at the council.
 - The ratio between the average salary of all chief officers and the lowest paid employees and the average salary of all chief officers and the median pay point at the council.
 - The appointment arrangements for all chief officers at the council.
 - Pay strategy, design, structures, and arrangements including job evaluation methods and arrangements for pay progression.
 - Pay arrangements on termination of employment
4. 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.
5. The Act requires the Pay Policy Statement to be agreed by full Council. As required by the Act and Code of Practice, once approved by Council the Pay Policy Statement will be published on the Council's website and will be available on request

6. The Council's Constitution (Part 2, Article 11) sets out that one of the roles and functions of the Remuneration Committee is "To make recommendations to Council on the content of an annual pay policy statement for each forthcoming year".
7. The Committee considered the draft Pay Policy Statement at its 13 January 2022 meeting and made a number of comments.
8. The Pay Policy Statement at Annex A contains remuneration data as at 31 January 2022 and fulfils the requirements set down by the relevant legislation and codes. It has been updated to take account of the Committee's deliberations at its 13 January meeting and also to reflect the proposed appointment to a post of interim Chief Executive for the Council solely following the mutual agreement to formally end the S113 Partnership Agreement between Oxfordshire County Council and Cherwell District Council.
9. The Committee is asked to consider the Pay Policy Statement at Annex A and approve it for recommendation to Full Council.

Financial Implications

10. There are no financial implications arising directly from this report.

Legal Implications

11. The Localism Act 2011 requires Council's to approve its Annual Pay Policy Statement by 31 March each year and to publish it as soon as reasonably practicable after it has been approved.
12. The Pay Policy Statement will be submitted to the 8 February Council meeting for approval, ensuring the Council fulfils this requirement.

Annex: Annex A: Pay Policy Statement

Background papers: None

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January 2022