

OXFORDSHIRE COUNTY COUNCIL
20th JANUARY 2023

Report to Remuneration Committee
Pay Policy Statement 2023/24

Report of the Head of HR – Professional Services

RECOMMENDATIONS

The Remuneration Committee is RECOMMENDED to:

- Note the contents of this report
- Approve the 2023/24 Pay Policy Statement prior to consideration by Full Council.
- Recommend the 2023/24 Pay Policy Statement to Full Council for approval

1. EXECUTIVE SUMMARY

- 1.1 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.
- 1.2 The Localism Act 2011 ('the 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'.
- 1.3 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.
- 1.4 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.

2. PAY POLICY STATEMENT

- 2.1 The Pay Policy Statement at Appendix 1 contains remuneration data as at 1 January 2023 and fulfils the requirements set down by the relevant legislation and codes. The Pay Policy Statement is reviewed by the Council annually and is recommended by the Remuneration Committee to Full Council for approval.

- 2.2 It is considered that the statement has been produced both in the spirit and requirements of the Localism Act legislation.
- 2.3 Local Government (Green Book) employees and Senior Managers received a pay increase of £1,925 for 2022/23 and whilst not implemented until December 2022, this was effective from 1st April 2022.
- 2.4 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.

Financial Implications

There are no financial implications arising from this report.

Comments checked by:

Lorna Baxter, Director of Finance, Lorna.Baxter@Oxfordshire.gov.uk

Legal Implications

The Pay Policy Statement sets out the Council's policy regarding remuneration in accordance with the requirements of Section 38 of the Localism Act 2011 (The 'Act') and associated statutory guidance.

Local authorities have to prepare pay policy statements. These statements must explain what an authority's policies are on a range of issues relating to the pay of its workforce, particularly its senior staff and its lowest paid employees.

The statements must be:

- prepared for each financial year, beginning with 2012 to 2013
- approved by full council, or a meeting of members in the case of a fire and rescue authority

- published on relevant authorities' websites

Section 38 (4) of the Act requires authorities to set out in their pay policy statements their approach to the publication of and access to information relating to the remuneration of chief officers.

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.

Comments checked by:

Kate Charlton , Interim Head of Improvement Law and Governance ,
kate.charlton@oxfordshire.gov.uk (Legal)

Sharon Yardy
Head of HR – Professional Services
January 2023