

DECISION-MAKER: COUNCIL
SUBJECT: PAY POLICY STATEMENT FINANCIAL YEAR 2015-2016
DATE OF DECISION: 18 MARCH 2015
REPORT OF: HEAD OF STRATEGIC HR

CONTACT DETAILS

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STATEMENT OF CONFIDENTIALITY

None

BRIEF SUMMARY

This Pay Policy Statement ("Pay Statement") is provided in accordance with the Localism Act 2011 ("Localism Act") and has to be updated prior to the commencement of each subsequent financial year.

This Pay Statement sets out Southampton City Council's pay policies relating to its workforce (excluding schools) for the financial year 2015-16, including the remuneration of its Chief Officers, lowest paid employees and the relationship between its Chief Officers and that of its employees who are not Chief Officers.

RECOMMENDATIONS:

- (i) To approve the Southampton City Council Pay Policy Statement for 2015/16.

REASONS FOR REPORT RECOMMENDATIONS

1. To enable the Council to be compliant with the Localism Act 2011.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

2. None.

DETAIL (Including consultation carried out)

3. Chapter 8 of the Localism Act 2011 deals with openness and accountability in local pay and requires that local authorities prepare a pay policy statement for each financial year. Guidance has been published which sets out the key policy principles that underpin the pay accountability provisions in the Act.
4. The published statement must include details of a range of issues relating to the pay of the Council's workforce but does not apply to local authority schools.
5. A significant Pay and Allowances Review covering all posts is currently being finalised. It is anticipated to be implemented with effect from 1 June 2015.

PAY POLICY STATEMENT REQUIREMENTS

6. Section 38 of the Localism Act 2011 provides requirements on the content of the policy statements. These include the setting out of the Council's policies relating to the remuneration of the chief officers; the remuneration of its lowest-paid employees and the relationship between the remunerations of chief officers and non-chief officers.
7. The Pay Policy Statement must provide a definition of what is its "lowest paid-employees" along with the reasons for this definition.
8. The Pay Policy Statement must also include the Council's policies relating to:
 - a. Responsibility for decisions on pay structures;
 - b. Pay scales and grading framework;
 - c. Remuneration level including bonuses, performance related pay, charges, fees and allowances;
 - d. Benefits in kind;
 - e. Pension;
 - f. Severance payments; and
 - g. Specific remuneration of Chief Officers.

FUTURE REPORTING ARRANGEMENTS

9. As per the legislation contained within the Localism Act, the Council's pay policy statement must be refreshed and approved for each new financial year. It is therefore proposed that future Pay Policy Statements will be reported each year to the March meeting of the Council unless it requires in year revision.

RESOURCE IMPLICATIONS

Capital/Revenue

10. None.

Property/Other

11. None.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

12. Localism Act 2011.

Other Legal Implications:

13. None.

POLICY FRAMEWORK IMPLICATIONS

14. None.

KEY DECISION?

No

WARDS/COMMUNITIES AFFECTED: None.

SUPPORTING DOCUMENTATION

Appendices

1. Pay Policy 2015 – 2016.
2. Chief Executive and Chief Officer's Pay Scales (CHIEF to CO4)
3. Council's Mainstream Pay Structure (Grades 1 – 13)
4. Discretionary Severance and Pension Arrangement Policy

Documents In Members' Rooms

1. None.

Equality Impact Assessment

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out? No

Other Background Documents

Equality Impact Assessment and Other Background documents available for inspection at:

| Title of Background Paper(s) | Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable) |
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| 1. Department for Communities & Local Government Guidance March 2013 | |