



**SOUTH
KESTEVEN
DISTRICT
COUNCIL**

Council

3 March 2022

Report of: Councillor Sarah Trotter

Chairman of the Employment
Committee



Pay Policy Statement 2022-23

It is a requirement of the Localism Act 2011 that the Council produces an annual pay policy statement. This statement summarises current policies and arrangements already in place relating to pay – as such the Pay Policy Statement is one of fact. The Pay Policy Statement is presented each year to Council as part of the budget setting and approval process.

Report Author

Jane Jenkinson, Senior HR Officer



01476 406137



j.jenkinson@southkesteven.gov.uk

Corporate Priority:

Administrative

Decision type:

Administrative

Wards:

All Wards

Reviewed by:

Alan Robinson (Deputy Chief Executive)

10 February 2022

Approved by:

Karen Bradford (Chief Executive)

15 February 2022

Signed off by:

Councillor Sarah Trotter, Chairman of the
Employment Committee

23 February 2022

Recommendation (s) to the decision maker (s)

1. That the Council approves the Pay Policy Statement 2022-23

1 The Background to the Report

- 1.1 The Council's Pay Policy Statement is reviewed annually to ensure that it accurately reflects the Council's position and is aligned with the outcomes and objectives of the Council's Corporate Plan.
- 1.2 A review of the Pay Policy Statement by the Employment Committee has been carried out to ensure compliance with the requirements of the Localism Act 2011.
- 1.3 The key changes include the updating of the posts included under the definition of officers covered by the Pay Policy Statement (paragraph 4).
- 1.4 National Minimum Wage and National Living Wage rates have been updated to reflect the increased rates that are effective from 1 April 2022.
- 1.5 The Pay Policy Statement refers to the collective agreement that the Council has in place for local cost of living pay awards and the fact that we determine these pay awards locally for all staff, based on this agreement.
- 1.6 The Pay Policy Statement details the Council's decision to adopt the Real Living Wage in March 2021 and sets out the pay increase arrangements for our lowest grade and a number of other lower grades which are impacted by the Real Living Wage increase. It also sets out that these pay increases are an alternative to the annual cost of living pay award and not in addition to.
- 1.7 The Pay Policy Statement makes reference under paragraph 8.11 to a review of pay and reward arrangements that is taking place. The scope of the pay review was agreed by the Employment Committee on 19th January and this work will be delivered over the next year.
- 1.8 The purpose of the review is to ensure that our approach to pay and reward supports the objectives of the People Strategy, adopted by the Employment Committee on 19th January 2022 to ensure that we can deliver "a flexible, innovative organisation" that has the "skills, resilience and motivation to deliver and achieve the Council's objectives".
- 1.9 The Pay Policy Statement was presented to the Employment committee on 19th January 2022. The Committee requested some additional wording be added under the Termination Payments section to state that they should be kept to a minimum and it must be demonstrated that they are in the best interests of the Council (see Termination Payments, 13.5).

2 Consultation and Feedback Received, Including Overview and Scrutiny

- 2.1 The Pay Policy Statement 2022-23 was considered by Employment Committee on 19th January 2022 and recommended to full Council for approval.

3 Available Options Considered

- 3.1 It is a requirement that the Council publishes an annual Pay Policy Statement and no other options have been considered.

4 Reasons for the Recommendation (s)

- 4.1 The reason for the recommendation is to meet a legislative requirement.

5 Next Steps – Communication and Implementation of the Decision

- 5.1 Following its approval by Council, the Pay Policy Statement 2022-23 will be published on the Council's website.

6 Financial Implications

- 6.1 The financial considerations of the Pay Policy Statement are incorporated into the budget setting proposals for 2022-23 and these proposals will be presented to Council for approval. Employee costs are the largest financial element of the budgets and it is important that salary budgets are regularly reviewed to ensure that value for money is achieved.

Financial Implications reviewed by: Richard Wyles, Assistant Director of Finance

7 Legal and Governance Implications

- 7.1 The information in the Pay Policy Statement requires approval by Full Council in order that it can be published. This is a requirement under the Localism Act 2011.
- 7.2 The Council must have regard to the guidance issued by the Secretary of State under Section 40 of the Localism Act 2011.

Legal Implications reviewed by: Alan Robinson (Monitoring Officer)

8 Equality and Safeguarding Implications

- 8.1 Council is asked to agree a factual statement. Any changes that affect the substance of the Pay Policy Statement would be subject to equality analysis.

9 Risk and Mitigation

- 9.1 There are no significant risk implications associated with the proposals.

10 Community Safety Implications

- 10.1 There are no community safety implications associated with the proposals above.

11 How will the recommendations support South Kesteven District Council's declaration of a climate emergency?

- 11.1 The recommendations in this report have no carbon impact.

12 Background Papers

- 12.1 Pay Policy Statement 2021-22
<http://www.southkesteven.gov.uk/CHttpHandler.ashx?id=26281&p=0>
- 12.2 Employee Handbook Secondment Factsheet
<http://www.southkesteven.gov.uk/CHttpHandler.ashx?id=24541&p=0>

13 Appendices

- 13.1 Appendix A – Draft Pay Policy Statement 2022-23