

Title: Pay Policy Statement 2023-24

Lead Officer: Tracy Dolphin [tracy.dolphin@warwickdc.gov.uk](mailto:tracy.dolphin@warwickdc.gov.uk)

Portfolio Holder: Councillor Harrison

Wards of the District directly affected: None

<b>Approvals required</b>	<b>Date</b>	<b>Name</b>
<b>Portfolio Holder</b>	19.2.24	Jessica Harrison
<b>Finance</b>	2.2.24	Andrew Rollins
<b>Legal Services</b>		-
<b>Programme Director for Climate Change</b>	2.2.24	Dave Barber
<b>Deputy Chief Executive</b>	2.2.24	Darren Knight
<b>Chief Executive</b>	2.2.24	Chris Elliott
<b>Head of Service(s)</b>	2.2.24	Tracy Dolphin
<b>Section 151 Officer</b>	2.2.24	Andrew Rollins
<b>Monitoring Officer</b>	2.2.24	Graham Leach
<b>Leadership Co-ordination Group</b>		-
<b>Final decision by this Committee or rec to another Cttee / Council?</b>	Recommendation to: Employment Committee 19 <sup>th</sup> March Council on 20 <sup>th</sup> March 2024	
<b>Contrary to Policy / Budget framework?</b>	No	
<b>Does this report contain exempt info/Confidential? If so, which paragraph(s)?</b>	No	
<b>Does this report relate to a key decision (referred to in the Cabinet Forward Plan)?</b>	No	
<b>Accessibility Checked?</b>	Yes	

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## Summary

The report presents the Council's Pay Policy Statement for 2023-2024 as required under the Localism Act 2011, Chapter 20, Part 1 Local Government, Chapter 8 Pay Accountability.

## Recommendations

- (1) That Employment Committee recommends that Council approve the Pay Policy Statement (Appendix 1), as presented and agree for its publication for the 2023-24 financial year.
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### 1 Reasons for the Recommendations

- 1.1 Agreeing and publishing the Pay Policy is a legal requirement. The statement must be published once it has been approved, this will be on the Council's website.
- 1.2 The report gives a definition of Chief Officers and lowest paid employees. It covers different elements of remuneration and outlines the guidelines and policies that govern remuneration.
- 1.3 The Pay Policy Statement must be prepared on an annual basis beginning with 2012-2013 financial year and each subsequent year as set out in the Localism Act 2011.
- 1.4 The statement must contain details of the authority's policies in relation to remuneration for its Chief Officers.
- 1.5 It must also include a definition of its lowest paid workers and the policy in relation to their remuneration.
- 1.6 It must include the relationship in remuneration between Chief Officers and lowest paid workers; this has been illustrated by ratios.
- 1.7 In summary, we measure both the mean and median average, as the mean average can be affected by a small number of high earners, whereas the median considers the distribution of pay across the workforce and is less affected by a small number of high earners. As the gap gets smaller; we are improving.

Whilst we give a range of measurements to track the data, including both reference to the 'mean' and 'median' the 'Hutton Report' concluded that median earnings was a more relevant measure and the Government's 'Code of Recommended Practice on data transparency' recommends the publication of the ratio, between the highest salary and median average salary, of the whole of the Council's workforce.

1.8

Dates	16/17	22/23	23/24
The ratio between the highest salary (Chief Officer) and median average salary of the whole of the Council's workforce.	4.6	4.27	3.92

Highest earning Chief Officer (CX) against the lowest Pay scale Officer i.e. in 16/17 the highest paid officer earnt 12.1 times the lowest paid employee	12.1	5.72	5.53
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The data above demonstrates that there has been greater increases in median salary rates and the lowest paid employment than at the most senior level – therefore in conclusion the ‘gap’ has got better. It is important to note that the NJC awards have a weighting towards the lower paid grades and we are aligned to national pay bargaining.

- 1.9 The statement also includes levels and elements of remuneration for Chief Officers, remuneration for the recruitment of Chief Officers, increases and additions to Chief Officers, performance related or other bonuses for Chief Officers, the approach to Chief Officer remuneration if they cease to hold office or cease employment and the publication of and access to information relating to Chief Officer remuneration.

## **2 Alternative Options**

- 2.1 There are no alternative recommendations in respect of the Pay Policy Report as it is a legal requirement.

## **3 Legal Implications**

- 3.1 It is required by law to under the Localism Act 2011, Chapter 20, Part 1 Local Government, Chapter 8 Pay Accountability.

## **4 Financial**

- 4.1 The adoption of the report will have no direct budgetary implications the Council.

## **5 Corporate Strategy**

- 5.1 Warwick District Council has adopted a Corporate Strategy which sets three strategic aims for the organisation, but this report does not directly contribute to those themes.

## **6 Environmental/Climate Change Implications**

- 6.1 No implications.

## **7 Analysis of the effects on Equality**

- 7.1 This report supports transparency and accessibility of information that is key to supporting the Council’s Equality Agenda. It does not however directly impact on any protected characteristics.

## **8 Data Protection**

- 8.1 There are no employee data protection implications of this proposal as the publication and accessibility of this information is required by law.

## **9 Health and Wellbeing**

- 9.1 The proposals support the overall wellbeing of staff by ensuring transparency and accessibility to employment policies and processes.

## **10 Risk Assessment**

10.1 Agreeing and publishing the Pay Policy Statement is a legal requirement. By complying, this should remove any risk of external challenge to the Council.

### **Background papers:**

None

### **Supporting documents**

None