

CAMBRIDGE CITY COUNCIL

REPORT OF: Head of Human Resources

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| TO: | Civic Affairs Committee | 28/1/2015 |
| | Full Council | 26/2/2015 |

WARDS: All

PAY POLICY STATEMENT 2015/16

1 INTRODUCTION

- 1.1 This report sets out a draft pay policy statement as required under the Localism Act. The Localism Act requires the Council to have considered, approved and published a pay policy statement for each financial year. This must be approved by Full Council and be in place by 31st March each year.
- 1.2 The pay policy statement covers posts designated 'chief officer'. For Cambridge City Council this includes the chief executive, directors and heads of service. The areas to be covered in the statement are: salary, expenses, bonuses, performance-related pay, severance payments, how election fees are paid and the pay policy on re-engagement of ex-employees. The Localism Act also requires the statement to define the lowest paid employees and the ratio to the highest earning employee.
- 1.3 The Civic Affairs Committee are asked to note that the Pay Policy Statement 2015/16 has been updated to reflect our accreditation as a Living Wage Employer and there is a new section relating to apprenticeships.
- 1.4 Pay awards are nationally determined in accordance with the Joint Negotiating Committee (JNC) for Chief Executives and the Joint Negotiating Committee (JNC) for Chief Officers. In November 2014 the National Employers made a formal offer of a pay award that they hope can form the basis of an Agreement between the Employers and trade union sides on pay for local authority Chief Executives and for Chief Officers for 2014-16.

The proposed pay offer for Chief Executives is:

Two per cent on guaranteed FTE basic salary of £99,999 or less [as at 31 December 2014] with effect from 1 January 2015. The offer covers the period to 31 March 2016.

This proposed pay award would not apply to the post of Chief Executive at Cambridge City Council as the current salary range for the post is £108,639-£122,503.

The proposed pay offer for Chief Officers is:

Two per cent on guaranteed FTE basic salary of £99,999 or less [as at 31 December 2014] with effect from 1 January 2015. The offer covers the period to 31 March 2016.

This proposed pay award would apply to Directors (current salary £82,161-£91,891) and Heads of Service on salary Bands JNC 1 (current salary £63,778-£70,263) and JNC 2 (current salary £55,120-£61,605) at Cambridge City Council.

- 1.5 To date there has been no agreement on these pay offers but it is possible that news of acceptance of the offers or revised offers may be received from the Local Government Association prior to the draft Pay Policy Statement 2015/16 being considered by Civic Affairs or Full Council. The Civic Affairs Committee and/or Council will be updated accordingly.

2. RECOMMENDATIONS

The Civic Affairs Committee is asked to:

- 2.1 Consider and recommend to Council the draft Pay Policy Statement 2015/16 attached as Appendix 1.
- 2.2 Delegate authority to the Head of Human Resources to amend the draft Pay Policy Statement 2015/16 should there be agreement on a pay offer for Chief Executives and/or Chief Officers.

3. CONSULTATIONS

The Chief Executive, Director of Business Transformation, Head of Legal Services, Strategic Procurement Officer, Head of Finance, Support Services Manager and Democratic Services Manager have

been consulted on this report and the attached draft Pay Policy Statement.

4. IMPLICATIONS

(a) Financial Implications

There are no financial implications arising from this the report.

(b) Staffing Implications

This report relates to the pay, terms and conditions of staff.

(c) Equal Opportunities Implications

EQIA's were undertaken for the pay, terms and conditions review in 2012 and for the introduction and review of the Living Wage Policy. A separate EQIA has not been prepared for this report.

(d) Environmental Implications

The proposal has no climate change impact.

(e) Procurement

(f) Consultation and communication

This pay policy statement once approved by Full Council will be published on the Councils website.

(g) Community Safety

This report relates to the pay, terms and conditions of staff and does not impact directly on community safety matters.

BACKGROUND PAPERS: The following are the background papers that were used in the preparation of this report:

- Pay Policy Statement 2014/15
- Provisions of the Localism Act relating to chief officer pay statements
- Communities and Local Government Openness and accountability in local pay: Guidance under section 40 of the Localism Act February 2012 and Supplementary Guidance February 2013.
- Local Government Association Localism Act: Pay Policy Statements Guidance (November 2011) and Supplementary Notes 1 and 2.

- Local Government Association circulars dated 24 November 2014 relating to proposed pay offer for Chief Executives and Chief Officers.

To inspect these documents contact Deborah Simpson, Head of Human Resources on extension 8101.

The author and contact officer for queries on the report is Deborah Simpson, Head of Human Resources on 01223 458101.

Report file:

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