



## **FULL COUNCIL REPORT**

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|-------------------|-----------------------------|
| Date Written      | 6 <sup>th</sup> March 2017  |
| Report Author     | Fran Donnelly               |
| Service Area      | Human Resources             |
| Exempt/Non Exempt | Non Exempt                  |
| Committee Date    | 22 <sup>nd</sup> March 2017 |

*To: Mayor, Ladies and Gentlemen*

### **Pay Policy Statement 2017/18**

#### **1.0 SUMMARY OF THE REPORT**

1.1 Section 38 (1) of the Localism Act 2011 requires English and Welsh local authorities to produce a Pay Policy Statement for each financial year which must be approved formally by Full Council. Pay policy statements can be amended 'in-year' should the need arise but only by Full Council.

#### **2.0 RECOMMENDATIONS that**

2.1 The Pay Policy 2017-18, to be implemented on 1<sup>st</sup> April 2017, be approved.

#### **3.0 INTRODUCTION AND BACKGROUND**

3.1 In accordance with section 38 (1) of the Localism Act 2011, the Council has a duty to prepare and publish a pay policy statement for each financial year, setting out its policies across a range of issues related to its workforce, particularly the pay of senior staff and its lowest paid employees, but excluding employees managed by school governing bodies. The statement must be approved by Full Council.

3.2 The proposed pay policy statement for 2017-18, prepared in accordance with the guidance issued by Welsh Government is available via the background papers link. On approval, it will be published on the authority's corporate website.

3.3 The Statement that updated in line with guidance produced by the Public Services Staff Commission "Transparency of Senior Pay in the Devolved Welsh Public Sector" and to reflect national and local developments in pay.

- 3.4 Each local authority is an individual employer in its own right and has the autonomy to make decisions on pay that are appropriate to local circumstances and which deliver value for money for local taxpayers. The provisions in the Act do not seek to change this or to determine what decisions on pay should be taken or what policies individual employing authorities should have in place. Rather, they only require that authorities are open about their own local policies and how their local decisions are made.
- 3.5 This report has been prepared and written by the Human Resources & Organisational Development Manager and the Pay Policy reflects the current grading of the officer. Given recent cases where concerns have been expressed about Officers being involved in the preparation of reports that affect their own pay, this point is explicitly drawn to the attention of Members of the Council.
- 3.6 This is the Sixth Pay Policy statement that has been produced and published by Merthyr Tydfil County Borough Council.

#### **4.0 CONTENT OF THE PAY POLICY**

- 4.1 The National Joint Council agreed a two year pay deal for Local Government Services employees, with pay awards effective from 1<sup>st</sup> April 2016 and 1<sup>st</sup> April 2017.
- 4.2 The Joint National Council (JNC) for Chief Officers of Local Authorities and the JNC for Chief Executives of Local Authorities also agreed two year pay deals, with pay awards effective from 1<sup>st</sup> April 2016 and 1<sup>st</sup> April 2017.
- 4.3 The Soulbury Committee and the JNC for Youth and Community Workers agreed two year pay deals for Soulbury Officers and Youth and Community Workers respectively, effective from 1<sup>st</sup> September 2017 and 1<sup>st</sup> September 2018.
- 4.4 Employees on all terms and conditions, other than Chief Officers, may be paid overtime, where appropriate, in accordance with the relevant provisions of their terms and conditions of employment as supplemented by local agreement. Chief Officers are not eligible for overtime but are expected to undertake duties outside their contractual hours and working patterns as is commensurate with their salary level without additional payment.
- 4.5 Overtime payments are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery and/or as determined by the Council Constitution and the Scheme of Delegation contained therein.
- 4.6 There is a local agreement in place in relation to overtime payments for staff over SCP 28: Emergency callout - Pay at actual SCP at premium rate; Planned overtime - Pay at actual SCP at single rate; Unplanned overtime - Add to flexi balance (NB No payment for any unplanned overtime).

## 5.0 FINANCIAL IMPLICATIONS

5.1 There are financial implications related to applying the Pay Policy, however these are already in place and are merely defined more clearly within this statement.

## 6.0 SINGLE INTEGRATED PLAN AND SUSTAINABILITY IMPACT SUMMARY

6.1 There is no impact in relation to the SIP and sustainable impact as it sets out a fair and consistent approach to applying pay measures to the existing pay and grading structure.

## 7.0 EQUALITY IMPACT ASSESSMENT

7.1 An Equality Impact Assessment (EqIA) form has been prepared for the purpose of this report. It has concluded that the proposals have a non-discriminatory impact for all protected characteristics. The form can be accessed on the Council's website/intranet via the 'Equality Impact Assessment' link.

7.2 In determining pay and remuneration, the Council complies with relevant employment legislation, including the Equality Act 2010, the Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, Fixed Term Employees (Prevention of Less Favourable Treatment) Regulations 2002, Agency Workers Regulations 2010 and where relevant the Transfer of Undertakings (Protection of Earnings) Regulations.

7.3 The Council has sought to ensure that there is no pay discrimination within its pay structures and that pay differentials can be objectively justified primarily through the use of an equality proofed job evaluation mechanism which directly relates basic pay to the requirements, demands and responsibilities of each job role.

**GARETH CHAPMAN**  
**CHIEF EXECUTIVE**

**COUNCILLOR PHIL WILLIAMS**  
**CABINET MEMBER FOR GOVERNANCE**  
**AND CORPORATE SERVICES**

| <b>BACKGROUND PAPERS</b>                                                             |                         |                          |
|--------------------------------------------------------------------------------------|-------------------------|--------------------------|
| <b>Title of Document(s)</b>                                                          | <b>Document(s) Date</b> | <b>Document Location</b> |
| Pay Policy statement 2017-18                                                         | March 2017              | HR O drive               |
| <b>Does the report contain any issue that may impact the Council's Constitution?</b> |                         | <b>No</b>                |

***Consultation has been undertaken with the Corporate Management Team in respect of each proposal(s) and recommendation(s) set out in this report.***