

Date of meeting:	18 September 2023
Title of report:	Pay Policy Statement 2023-24
Lead Member:	Councillor Sue Dann
Lead Strategic Director:	Tracey Lee (Chief Executive)
Author:	Pamela Moffat (Interim Service Director for HROD)
Contact email:	pamela.moffat@plymouth.gov.uk
Your reference:	
Key decision:	No
Confidentiality:	Part I - Official

Purpose of Report

Under Section 38(1) of the Localism Act 2011 the Council is required to prepare a Pay Policy Statement by 31 March each year, for the following financial year, which is approved by the City Council. The provisions of the Act do not apply to local authority schools. This includes remuneration and policies for the highest paid staff and the lowest paid employees. The 2023/24 Pay Policy Statement was approved by Full Council in January 2023. Approval is now sought on an amended Pay Policy Statement.

The pay and terms and conditions for NJC employees is delegated to the Head of the Paid Service. To address recruitment and retention issues and stabilise the workforce, the NJC pay structure has been expanded at the top of the pay structure and apprenticeship pay has also been assimilated into the NJC structure, rather than having a separate pay structure. Appendix I of the Pay Policy Statement has been updated accordingly.

Plymouth City Council continues to adopt the principles of the Foundation Living Wage, with the lowest paid worker (excluding apprentices) earning £21,029 per FTE (£10.90 per hour) from 1 April 2023. National NJC and JNC for Chief Executives Pay Negotiations for 2023/24 are ongoing and will be backdated to 1 April 2023, once agreed. Currently, the ratio between the lowest paid (£21,029) and highest paid (£167,949) employee will be 1:7.99 from 1 April 2023 (pay award pending), which is a reduction on last year (1:8.56) and a continued reduction from 2012 when the ratio was 1:14.

Approved pay policy statements must be published on the Council's website as soon as reasonably practicable after being approved. The Act also requires that the Council includes its approach to the publication in its pay policy statement, and access to information relating to the remuneration of Chief Officers.

The Pay Policy Statement contains links to the published Draft Statement of Accounts and other remuneration data on the council's website. Once in force the statement must be complied with, although it may be amended by Full Council during the financial year.

The Pay Policy Statement, which is prescribed in terms of content, sets out the Council's policies in respect of remuneration. There are no proposed changes to policies from previous years; the statement is simply a summary of the key provisions as required by the Localism Act.

This report has been discussed with the trade unions and they support the changes to the pay structure.

Recommendations and Reasons

The City Council approves the amended Pay Policy Statement for 2023/24.

The policy sets out the Council's policies in respect of remuneration and is a statutory requirement.

Alternative options considered and rejected

None, this statement is a statutory requirement.

Relevant to the Corporate Plan and/or the Plymouth Plan

The Council's Pay Policy Statement is a statutory requirement, which supports the council's values.

Implications for the Medium Term Financial Plan and Resource Implications

There is a provision in the 23/24 budget for a pay award. Any other additional costs will be met from departmental budgets.

Financial Risks

Total cost of pay awards for 2023/24 as national negotiations are ongoing. The LGPS employer contribution increased to 19% from 1 April 2023.

Carbon Footprint (Environmental) Implications

There are no implications

Other Implications: eg: Health & Safety, Risk Management, Child Poverty

* When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.

None arising directly from this report.

Appendices

Ref	Title of Appendix	Exemption Paragraph Number (if applicable)						
		1	2	3	4	5	6	7
A	Pay Policy Statement 2023/24							

Background papers

* add rows as required to box below

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based

Title of Appendix	Exemption Paragraph Number (if applicable) If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.						
	1	2	3	4	5	6	7

Sign off

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Originating Senior Leadership Team Member: Tracey Lee (Chief Executive)											
Please confirm the Strategic Director(s) has agreed the report? Date agreed: 8/9/23											
Cabinet Member approval: Cllr Sue Dann Data approved: 8/9/23											