

# CITY COUNCIL



<b>Date of meeting:</b>	<b>29 January 2024</b>
<b>Title of report:</b>	<b>Pay Policy Statement 2024-25</b>
<b>Lead Member:</b>	Councillor Sue Dann
<b>Lead Strategic Director:</b>	Tracey Lee (Chief Executive)
<b>Author:</b>	Chris Squire (Service Director for HROD)
<b>Contact email:</b>	chris.squire@plymouth.gov.uk
<b>Your reference:</b>	
<b>Key decision:</b>	No
<b>Confidentiality:</b>	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. To address low pay, the Council introduced the principles of the Real Living Wage, by adding a discretionary, non-contractual market supplement in 2014.

Plymouth City Council continues to adopt the principles of the Real Living Wage, with the lowest paid worker (excluding apprentices) earning £23,151 per FTE (£12.00 per hour) from 1 April 2024. National pay negotiations for 2024/25 have not commenced at this time. The ratio between the lowest paid and highest paid employee will be 1:7.5 from 1 April 2024 (pay award pending), which is a reduction on last year (1:7.99) 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. Delegated authority is given to the Chief Officer Appointment Panel (COAP) to adjust pay for Chief Officers (as defined in the Localism Act) should the need arise, as postholders are appointed on a spot salary which periodically can be subject to change within the grade band. Any proposal outside of agreed pay bands for Chief Executive, Strategic Directors or Service Directors will be subject to recommendation by COAP to a meeting of Full Council.

This annual pay policy statement has been discussed with the trade unions.

## Recommendations and Reasons

The City Council approves the Pay Policy Statement for 2024/25

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 24/25 draft budget for the annual pay award.

**Financial Risks**

Total cost of pay awards for 2024/25 is unknown as the pay negotiations have not yet commenced. The LGPS employer contribution is now set at 19%.

**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 2024/25							
B	Equalities Impact Assessment							

**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: 9/1/24											
Cabinet Member approval: Cllr Sue Dann Data approved: 13/12/23											