

HR Committee

1 March 2023



Report of: Director: Workforce & Change

Title: The Council's Pay Policy Statement for the period 1 April 2023 to 31 March 2024

Ward: City Wide

Officer Presenting Report: James Brereton (Head of Human Resources)

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Recommendation

That the Committee recommends to Full Council the Pay Policy Statement 2023/24 to take effect from 1 April 2023.

Summary

The purpose of the report is to consider the Pay Policy Statement for 2023/24.

The significant issues in the report are:

- The Localism Act 2011 requires local authorities to agree and publish a pay policy statement annually before the start of the financial year to which the statement relates.



Policy

1. The Localism Act 2011 requires local authorities (the Full Council) to agree and publish a pay policy statement annually before the start of the financial year to which the statement relates. It is recommended to Full Council by the HR Committee.

Consultation

2. **Internal**
Director of Finance, Chief Executive and the Mayor/Deputy Mayor.
3. **External**
None required.

Context

4. The Pay Policy Statement explains the Council pay policies for its highest and lowest-paid employees. It is written and published in accordance with the Localism Act 2011 and guidance issued by the Secretary of State.
5. The draft Pay Policy Statement has been updated to remove reference to mid points which are no longer used; to clarify that the Chief Executive is the decision maker in relations to any requests to increase pay of Chief Officers by up to 10% above the minimum of the relevant range; and to tidy up the explanation in section 11 ("off payroll").
6. From 1 April 2023 pay of our lowest paid workers will be increased to £10.90 per hour (£1 increase), which equates to a minimum salary of £21,029 (based on a full-time week of 37 hours).
7. Full Council at its meeting of 17 March 2022 approved the following addition to its Pay Policy Statement for 2022/23: *"The Council's policy is that the pay of the highest paid employee should be no more than 10 times that of the lowest full time equivalent paid employee."* This clause was to be reviewed annually and the Committee is asked to consider this for its Pay Policy Statement for 2023/24.
8. Our development priority is to continue to review our pay offer to adapt to legislation changes to ensure we have a competitive offer and retain the best talent, there are no other specific development priorities at this time.

Proposal

9. That the Committee recommends to Full Council the Pay Policy Statement 2023/24 to take effect from 1 April 2023.

Other Options Considered

10. None.

Risk Assessment

11. None.

Public Sector Equality Duties

- 12a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:
- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
 - ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
 - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
 - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
 - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
 - iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
 - tackle prejudice; and
 - promote understanding.
- 12b) An Equality Impact Assessment has not been completed as no major change to policy is proposed by this report.

Legal and Resource Implications

Legal

The Pay Policy Statement 2023/24 fulfils the legal requirement placed on the Council by s.38(1) of the Localism Act 2011 to produce an annual pay policy statement.

Husinara Jones, Solicitor/Team Leader, 19 January 2023

Financial

(a) Revenue

“The Pay Policy Statement is cognisant of the organisational context and the constraints of the 2023/24 budget. It sets out the direction of travel in relation to pay for Bristol’s officers for the year ahead and has no financial implications for the revenue and capital budgets.”

Denise Murray (Director Finance), 25 January 2023

(b) Capital

Not applicable

Land

Not applicable.

Personnel

“The HR implications of the recommendation are set out in the body of the report above.”

James Brereton (Head of Human Resources), 18 January 2023

Appendices:

A – Draft Pay Policy Statement 2023-24

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers: None.