



City of Westminster

# Committee Report

<b>Date:</b>	<b>23<sup>rd</sup> February 2015</b>
<b>Classification:</b>	<b>For General Release</b>
<b>Title:</b>	<b>Pay Policy 2015 - 2016</b>
<b>Report of:</b>	<b>Carolyn Beech, Acting Director of Human Resources</b>
<b>Financial Summary:</b>	<b>There are no direct financial implications</b>
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## 1. Executive Summary

- 1.1. The Localism Act 2011 introduced a requirement for Public Authorities to publish a Pay Policy in 2012 – 2013 and annually thereafter. The Pay Policy statement must be published by 31 March 2015 on the council's web site and must be approved formally by full council before publication.
- 1.2. The council must then comply with the Pay Policy for the financial year when making any determinations on pay.
- 1.3. This report sets out the proposed Pay Policy for 2015 - 2016 in line with the requirements of the Localism Act 2011. The Pay Policy for 2015 - 2016 (see Appendix 1) has been amended to include current senior salary figures (p3 *Chief Officer Remuneration*). It has also been updated to reflect new requirements set out in the Local Government Transparency Code 2014. Therefore the pay multiple provided in the Pay Policy is now based on total pay received up to 31<sup>st</sup> December 2014 and not basic pay as in previous years (p5 *Pay Multiple*).

## 2. Recommendation

- 2.1. That Cabinet recommend the proposed Pay Policy for 2015 - 2016, as set out in Appendix 1, to full council for approval.

### **3. Background**

- 3.1. Section 38 (1) of the Localism Act 2011 required local authorities in England and Wales to produce a Pay Policy in 2012 – 2013 and in every financial year thereafter.
- 3.2. The Pay Policy must include the council's policy for the financial year in relation to:
  - level and elements of remuneration of its Chief Officers such as; remuneration on recruitment, increases and additions to remuneration, use of performance related pay bonuses, termination payments and transparency
  - remuneration of its lowest paid employees
  - the relationship between the remuneration of its Chief Officers and other employees (the pay multiple).
- 3.3. It is up to each Local Authority to determine who its lowest paid employees are but reasons must be given as to why they have been defined as such.
- 3.4. The Pay Policy must be complied with in relation to any determinations on pay.
- 3.5. The proposed Pay Policy for 2015-2016 is set out on Appendix 1. The policy brings together in one statement the council's approach to pay and reward as approved by Cabinet on 27 August 2008 which is detailed in various council policies. The Pay Policy also explains how the council's existing pay policies apply to chief officers.

### **4. Financial Implications**

- 4.1. There are no direct financial implications as a result of setting out the council's Pay Policy.

### **5. Legal Implications**

- 5.1. The proposals in this report comply with the requirements of the Localism Act 2011 and the Local Government Transparency Code 2014.

**If you have any questions about this report, or wish to inspect one of the background papers, please contact: Carolyn Beech, Acting Director of Human Resources**  
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Background Papers: None not previously published.