



**Open Report on behalf of Andrew Crookham,  
Deputy Chief Executive & Executive Director - Resources**

Report to:	<b>County Council</b>
Date:	<b>23 February 2024</b>
Subject:	<b>Pay Policy Statement 2024/25</b>

**Summary:**

This report seeks approval of the Pay Policy Statement for 2024/25 in accordance with the requirements of the Localism Act 2011.

**Recommendation(s):**

That Council approves the Pay Policy Statement 2024/25 attached as Appendix A as recommended by the Pay Policy Sub-Committee.

## **1. Background**

Under section 38 of the Localism Act 2011 the County Council must prepare a pay policy statement for each financial year.

The pay policy statement must set out the authority's policies for the financial year relating to:-

- (a) the remuneration of its chief officers,
- (b) the remuneration of its lowest-paid employees, and
- (c) the relationship between the remuneration of its chief officers, and the remuneration of its employees who are not chief officers.

The statement must state the definition of "lowest-paid employees" adopted by the authority for the purposes of the statement, and the authority's reasons for adopting that definition.

This has been supplemented by Government guidance to which the Council must have regard in producing its Pay Policy Statement.

The Pay Policy Statement attached at Appendix A has been prepared in line with the requirements of the legislation and the best practice put forward in the guidance.

Full Council is requested to note that the policy has been updated to reflect:

- Page 6 - pay multiple between the highest-paid employee and the median full time equivalent salary. For the past 4 years this has been 4 and has reduced to 3.67.
- Page 9 - Chief Executive salary in line with national pay award with effect from 1 April 2023
- Page 9 - Executive Director salaries in line with national pay award with effect from 1 April 2023
- Page 9 - Fire and Rescue Service Management Team – salaries updated in line with NJC for Brigade Managers Conditions of Service, effective from 1 January 2023. Award for Chief Fire Officer was 3.5% with other Brigade Managers having a % salary link. Assistant Chief Fire Officer is 75% of the Chief Fire Officer salary.
- Page 10 – Staff pay structure from 1 April 2023 – 2024 for those on NJC for Local Government Services conditions of service. Salaries updated with a pay increase of £1,925 per annum on spinal column points 2 – 33 and 3.88% on spinal column points 34 - 48 effective from 1 April 2023.
- Page 12– Standby Duty Allowance increased with national pay award effective from 1 April 2023.
- Page 12 – Sleeping in Duty Payment increased with national pay award effective from 1 April 2023

The Pay Policy Statement was considered by the Pay Policy Sub-Committee of the Appointments Committee at its meeting on the 6 February 2024 and the Sub-Committee resolved to recommend the attached document at Appendix A to full Council for approval.

## **2. Legal Issues:**

### Equality Act 2010

Under section 149 of the Equality Act 2010, the Council must, in the exercise of its functions, have due regard to the need to:

Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act.

Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.

Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The relevant protected characteristics are age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation.

Having due regard to the need to advance equality of opportunity involves having due regard, in particular, to the need to:

- Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic.
- Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it.
- Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.

Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to tackle prejudice, and promote understanding.

Compliance with the duties in section 149 may involve treating some persons more favourably than others.

The duty cannot be delegated and must be discharged by the decision-maker. To discharge the statutory duty the decision-maker must analyse all the relevant material with the specific statutory obligations in mind. If a risk of adverse impact is identified consideration must be given to measures to avoid that impact as part of the decision making process.

The Equality Act duty has been taken into account. It is one of the principles of the Council's Pay Policy statement that it is fair and the Council's pay structures apply to all employees regardless of protected characteristics. All jobs are subject to job evaluation to ensure pay is related to the requirements of each role. The Pay Policy Statement sets out details of the gender pay gap which the Council publishes by 31<sup>st</sup> March each year.

#### Joint Strategic Needs Analysis (JSNA) and the Joint Health and Wellbeing Strategy (JHWS)

The Council must have regard to the Joint Strategic Needs Assessment (JSNA) and the Joint Health & Well Being Strategy (JHWS) in coming to a decision.

The JSNA and JHWS have been taken into account and there are not considered to be any direct implications arising out of this Report

#### Crime and Disorder

Under section 17 of the Crime and Disorder Act 1998, the Council must exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent crime and disorder in its area (including

anti-social and other behaviour adversely affecting the local environment), the misuse of drugs, alcohol and other substances in its area and re-offending in its area.

No risks identified.

### **3. Conclusion**

The Pay Policy Statement sets out the County Council's policy on pay and conditions for senior managers and employees (excluding operational fire fighters and schools based employees).

The Pay Policy Statement ensures the Council has a fair and transparent approach to these matters.

### **4. Legal Comments:**

The Council is required to publish its Pay Policy Statement annually under section 38 of the Localism Act 2011 and to have regard to Guidance in developing that Pay Policy Statement.

Approval of the Pay Policy Statement is reserved in law to the full Council.

### **5. Resource Comments:**

The policy ensures that all employees are treated fairly and transparently and that all posts can be funded from within existing Council budget.

### **6. Consultation**

#### **a) Has Local Member Been Consulted?**

No

#### **b) Has Executive Councillor Been Consulted?**

Yes

#### **c) Scrutiny Comments**

The approval of the Pay Policy Statement is a decision for Full Council to make under the legislation. It has not been considered by a Scrutiny Committee but has been considered by the Pay Policy Sub-Committee at its meeting on the 6 February 2024. The Pay Policy Sub-Committee approved the Pay Policy Statement for recommendation to Full Council.

#### **d) Risks and Impact Analysis**

No risks identified. This update reflects current practice.

## 7. Appendices

These are listed below and attached at the back of the report	
Appendix A	Pay Policy Statement 2024/25

## 8. Background Papers

The following background papers as defined in the Local Government Act 1972 were relied upon in the writing of this report.

Document title	Where the document can be viewed
Pay Policy Statement	Employment Policy Handbook: <a href="https://www.lincolnshire.gov.uk/employment-policies/pay-policy-statement/1">https://www.lincolnshire.gov.uk/employment-policies/pay-policy-statement/1</a>
Report to Pay Policy Sub-Committee dated 6 February 2024	<a href="#">Agenda for Pay Policy Sub-Committee on Tuesday, 6th February, 2024, 1.30 pm (moderngov.co.uk)</a>

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