

Chichester District Council

THE CABINET

6 March 2018

Senior Staff Pay Policy Statement 2018-2019

1. Contacts

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2. Recommendation

- 2.1. That the Council be recommended to publish the Senior Staff Pay Policy Statement 2018-2019.**

3. Background

- 3.1. Since 2012 the Council has been required by section 38 (1) of the Localism Act 2011 (the Act) to publish an annual pay policy statement concerning its statutory and non-statutory Chief Officers and senior staff immediately reporting to them. This statement must be approved by Full Council in accordance with guidance published by the Department for Communities and Local Government under section 40 of the Act.

4. Outcomes to be Achieved

- 4.1. Complying with the employment requirements of the Act so as to demonstrate transparency in relation to pay policies affecting statutory and non-statutory Chief Officers and their deputies

5. Proposal

- 5.1. That the Council publishes the Senior Pay Policy Statement (attached as Appendix A) and the associated appendices (1 to 9). Senior staff, for Localism Act purposes, constitutes the Chief Executive, the Executive Director, five other Directors including the Section 151 Officer, the Monitoring Officer and those senior officers reporting to them. The bases for pay and other forms of remuneration for the above staff, including at recruitment and in redundancy situations, are included in this Statement and its appendices. All the appendices will be published as part of the Statement but where they are unchanged (this applies to appendices 2, 3, 4, 6, 7, 8 and 9) since last year's approved report to Council on 7 March 2017, they are not being re-printed here but can be viewed online on the Council's website: <http://www.chichester.gov.uk/article/24175/Transparency-of-Senior-salaries>
- 5.2. With effect from the 1 April 2018, a new senior management structure is being introduced. As a result of this one of the two previous Executive Director posts

and two of the previous seven Heads of Service posts have been deleted from the structure. The remaining five Heads of Service will continue to be part of the management team with revised posts as Directors. These changes to the management team have resulted in annual savings of £129,100.

6. Alternatives Considered

6.1. Not applicable as this is a legislative requirement.

7. Resource and Legal Implications

7.1. None.

8. Consultation

8.1. Consultation with Staff and Employers Side representatives of the Joint Employee Consultative Panel (JECP) took place prior to the inaugural Statement in 2012. All officers within the scope of the statement have been advised of this.

9. Community Impact and Corporate Risks

None

10. Other Implications

Crime and Disorder		None
Climate Change		None
Human Rights and Equality Impact An impact assessment has been carried out by the HR section. The impact of the statement is neutral. However it will further ensure that all decisions made about senior staff pay and benefits are made in a fair, transparent and accountable way.	Yes	
Safeguarding and Early Help		None
Other		None

11. Appendices

11.1. Appendix A: Senior Staff Pay Policy Statement (and its appendices 1 – 9 as listed below).

11.2. Appendix 1 to Statement: Chief Officers & Deputies Pay and Benefits Schedule

11.3. Appendix 2 to Statement: Salary tables for grades 1/2 to 12 (viewable on website only – see para 5.1)

11.4. Appendix 3 to Statement: Hay Job Evaluation process – summary (viewable on website only – see para 5.1)

- 11.5. Appendix 4 to Statement: Honorarium Payments criteria (October 2007) (viewable on website only – see para 5.1)
- 11.6. Appendix 5 to Statement: Car Allowances Table (Cash Alternative and Essential User)
- 11.7. Appendix 6 to Statement: Relocation Policy (viewable on website only – see para 5.1)
- 11.8. Appendix 7 to Statement: Assisted House Purchase Scheme (viewable on website only – see para 5.1)
- 11.9. Appendix 8 to Statement: link to LGPS & Early Termination of Employment Discretions Policy (viewable on website only – see para 5.1)
- 11.10. Appendix 9 to Statement: link to Training & Development Policy section 11 Qualification Training (viewable on website only – see para 5.1)

12. Background Papers

- 12.1. Human Rights and Equality Impact Assessment (viewable on website only)