



OFFICER REPORT TO COUNCIL

SURREY PAY POLICY STATEMENT 2013 – 2014

KEY ISSUE / DECISION :

To approve a Pay Policy Statement for publication on the Council's external website.

BACKGROUND :

1. To comply with Section 40 of the Localism Act 2011 all local Authorities are required to publish a Pay Policy Statement, approved by a meeting of the full Council, with effect from 1 April each year. The Act requires that the Statement should then be updated and approved by the full Council on an annual basis.
2. The main points that must be covered include:-
 - The remuneration of Chief Officers.
 - The responsibilities of the Council's Remuneration Committee (the People, Performance and Development Committee) for determining the terms on which Chief Officers are employed.
 - The Council's current policies on Equal Pay, Redundancy and Severance, and Reward.
 - The ratio between the remuneration of the highest and lowest paid employees, together with an explanation as to how job evaluation is used to determine appropriate levels of reward.

A copy of the proposed Statement is appended (Annex A) for reference.

3. The Statement has been drafted to reflect the requirements of the Code of Recommended Practice for Local Authorities on Data Transparency 2011 and the guidance published by the Department for Communities and Local Government on Openness and Accountability

in Local Pay 2012, to comply with Section 40 of the Localism Act 2011. Account has also been taken of the final report and the recommendations made in the Hutton Review of Fair Pay in the Public Sector 2011.

4. Publication of Statement and Supporting Documentation

It is proposed that the Statement will include “clickable links” to:-

- (i) Documents already published on the website:-
 - Councillors and Committees (which sets out the role of the PPDC as the Council’s Remuneration Committee).
 - Statement of Accounts.
 - Working for Surrey (which summaries the Council’s Employment Policies).

- (ii) Additional documents to be reviewed and updated via the external website with effect from 1 April 2013:-
 - Equal Pay Statement
 - Early Retirement and Severance Policy
 - Reward Policy

Note:

To achieve greater transparency increasing use will be made of the external website to improve access to the Council’s Employment Policies that are currently only accessible via the S-net.

RECOMMENDATIONS:

It is recommended that approval is sought to continue to implement the following recommendations:-

- (i) the attached Pay Policy Statement to be published on Surrey County Council’s external website, as detailed above, with effect from 1 April 2013; and

- (ii) the first sentence in the Governance section, at the beginning of the Statement, to be added to the document (already published on the website) clarifying the role of the People, Performance and Development Committee (PPDC).

Lead / Contact Officer:

Carmel Millar, Head of Human Resources and Organisational Development.
Tel : 020 8541 9824

Sources / Background Papers:

Attached draft Pay Policy Statement and extract from the current "Council tax and finance" web pages.

This page is intentionally left blank