

# Report to the Council



## Epping Forest District Council

**Committee:** Cabinet

**Date:** 17 February 2015

**Subject:** Pay Policy Statement 2015/16

**Portfolio:** Technology and Support Services (Councillor A. Lion)

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### **Recommending:**

**That the Council's Pay Policy Statement for 2015/16 adopted.**

### **Introduction**

1. Section 38(1) of the Localism Act 2011 requires the Council to publish a Pay Policy Statement for each financial year setting out details of its remuneration policy, specifically including the Council's approach to its highest and lowest paid employees. The Council's first Pay Policy Statement was published in March 2012.

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2. The matters which must be included in the statutory Pay Policy Statement are as follows:
  - (a) the Council's policy on the level and elements of remuneration for each chief officer;
  - (b) the Council's policy on the remuneration of its lowest paid employee (together with its definition of 'lowest paid employees' and its reasons for adopting that definition);
  - (c) the Council's policy on the relationship between the remuneration of its chief officers and other officers; and
  - (d) the Council's policy on specific aspects of chief officers' remuneration: remuneration on recruitment, increases and additions to remuneration, use of performance-related pay and bonuses, termination payments and transparency.
3. The Act defines remuneration in broad terms and guidance suggests that it is to include not just pay but also charges, fees, allowances, benefits in kind, increases in/enhancements of pension entitlements and termination payments. We have amended the Council's Pay Policy Statement for 2014/15 to reflect:
  - (a) the Returning Officer fees paid in 2014/15; and
  - (b) the national pay award 2014-2016.
4. The draft Pay Policy Statement attached as an appendix to this report sets out the Council's current practices and policies, with amendments to the previous policy highlighted in bold text for ease of reference. The Statement also includes updates in relation to car leasing arrangements, pay, and the pay multiples relating to the Council. The Pay Policy Statement was agreed by the Joint Consultative Committee at its last meeting.
5. We were advised at our meeting that details of the national pay increase for chief officers for the period to 31 March 2016 had been published on 2 February 2015. Directors will receive a 2% increase to their salary from 1 January 2015, although there

will be no back pay. The Pay Policy Statement has therefore been amended to reflect this update. The pay increase for Chief Executives is yet to be decided.

6. We recommend as set out at the commencement of this report.