

**South Lakeland District Council**  
**Human Resources Committee**  
**Tuesday, 11 February 2020**  
**Pay Policy Statement 2020/2021**

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<b>Portfolio:</b>	Cllr Eric Morrell- Customer and Commercial Services and People Portfolio Holder
<b>Report from:</b>	David Sykes – Director of Strategy, Innovation and Resources
<b>Report Author:</b>	Charles Officer – Acting HR Lead Specialist
<b>Wards:</b>	N/A
<b>Forward Plan:</b>	N/A

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**1.0 EXPECTED OUTCOME**

- 1.1 This report presents the Pay Policy Statement 2020/21 for South Lakeland District Council. This Pay Policy Statement provides transparency with regard to the Council's approach to setting the pay of its employees, detailing in particular the pay of senior management.

**2.0 RECOMMENDATION**

- 2.1 It is recommended that the Human Resources Committee agrees the attached Pay Policy Statement 2020/21 for recommendation to Full Council for approval.**

**3.0 BACKGROUND AND PROPOSALS**

- 3.1 Under section 112 of the Local Government Act 1972, the Council has the 'power to appoint officers on such reasonable terms and conditions as the authority thinks fit'.
- 3.2 The Localism Act 2011 brought in new provisions with regard to requirements for the Council to determine and publish an annual pay policy statement. The Pay Policy Statement requires annual review.
- 3.3 South Lakeland District Council is an employer in its own right and has the autonomy to make decisions on pay that are appropriate to local circumstances and which deliver value for money for local taxpayers.
- 3.4 In accordance with Section 38 of the Localism Act 2011 South Lakeland District Council is required to publish a statement on the Council's approach to setting the pay of its employees, in particular the posts defined as 'chief officer' posts.
- 3.5 The purpose of the statement is to provide transparency with regard to the Council's approach to setting the pay and remuneration of its employees by identifying:
- 3.5.1 the methods by which salaries of all employees are determined;

- 3.5.2 the detail and level of remuneration of its most senior staff as defined by the relevant legislation; and
  - 3.5.3 the Committee responsible for ensuring the provisions set out in this statement are applied consistently throughout the Council and recommending any amendments to the full Council
- 3.6 There are a number of approved Human Resource policies and procedures that deal with pay and remuneration of all employees and this Pay Policy Statement draws the information together and has been prepared in accordance with the guidance issued by the Secretary of State for Communities and Local Government.
- 3.7 Members are requested to agree the Pay Policy Statement for 2020/21 for approval by full Council. The Statement is included in the budget report for Council at its meeting on 25 February 2020.
- 3.9 The National Living Wage rate will increase from 1 April 2020 to £8.72 per hour from £8.21 per hour.
- 3.10 The Council currently complies with the requirements to pay the National Living Wage and the minimum payment that a staff member will receive is £9.00 per hour with exception to apprentices. Apprentice salaries will remain in line with the national minimum wage.
- 3.11 Currently the National Joint Council pay agreement for 2020 onwards has not been finalised. SLDC complies with the collective pay bargaining and it's outcome and once this has been finalised a further report detailing any changes will be provided. It is assumed that the pay award will be in line with the 2018 to 2020 pay award of 2%.

#### **4.0 CONSULTATION**

- 4.1 The Corporate Management Team and Unions have been given the opportunity to comment on the Pay Policy Statement.

#### **5.0 ALTERNATIVE OPTIONS**

- 5.1 No alternative options are considered for the Pay Policy Statement 2020/21 as presented.

#### **6.0 LINKS TO COUNCIL PRIORITIES**

- 6.1 A clear policy ensures that the Council continues to work towards the Council Plan by ensuring excellence and openness.

#### **7.0 IMPLICATIONS**

##### **7.1 Financial and Resources**

- 7.1.1 Further details will be known once the National Joint Council pay agreement for 2020 onwards has been finalised.

##### **7.2 Human Resources**

- 7.2.1 Locally agreed policies and procedures are incorporated into the Terms and Conditions of Employment for all employees. Full consultation with the recognised Unions will take place in line with statutory requirements.

### 7.3 Legal

There are no legal implications other than the employment issues that are dealt with in the body of this report and within the Human Resources section.

### 7.4 Social, Economic and Environmental

7.4.1 A sustainability impact assessment has not been carried out.

7.4.2 This report does not have any significant environmental effects. The Social, Economic impacts of the adoption of the new pay spine have been previously assessed as positive when considered by the Human Resources Committee.

### 7.5 Equality and Diversity

7.5.1. An equality and diversity impact assessment has not been carried out as there are a number of approved Human Resource policies and procedures that deal with pay and remuneration of all employees and this Pay Policy Statement draws the information together. However, diversity runs through all aspects of the Council's Human Resources Policies and Procedures and managing this is integral within all our Policies and Procedures, thus ensuring compliance with legislative requirements.

7.5.2 The Equalities and Diversity Impact assessment of the current pay spine was considered by the Human Resources Committee and assessed positive impacts on employment, income and poverty.

### 7.6 Risk

Risk	Consequence	Controls required
The Pay Policy Statement does not contain the information required by legislation	The Council will not adhere to legislation	Ensure the Pay Policy Statement contains the information required by legislation
The Pay Policy Statement is not approved by Council	The Council will not adhere to legislation	Ensure the Pay Policy Statement is approved by Council by 31 March 2020

### CONTACT OFFICERS

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### APPENDICES ATTACHED TO THIS REPORT

Appendix No.	
1	Pay Policy Statement 2019/20
2	SCP and Grade from 1 April 2019

## BACKGROUND DOCUMENTS AVAILABLE

Human Resources Committee Report on National Pay Agreement dated 11 December 2018

Full Council Report on the Senior Management Restructure dated 10 October 2018

### Tracking Information

<b>Signed off by</b>	<b>Date sent</b>
Legal Services	8/1/20
Section 151 Officer	8/1/20
Monitoring Officer	8/1/20
CMT	TBA

<b>Circulated to</b>	<b>Date sent</b>
Lead Specialist	18/1/19
Human Resources Lead Specialist	18/1/19
Communications Team	N/A
Leader	N/A
Committee Chairman	27/1/19
Portfolio Holder	N/A
Ward Councillor(s)	N/A
Committee	27/1/19
Executive (Cabinet)	N/A
Council	N/A