

**South Lakeland District Council**  
**Human Resources Committee**  
**Tuesday, 1 February 2022**  
**Pay Policy Statement 2022/2023**

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**Portfolio:** Cllr Philip Dixon - Customer and Locality Services Portfolio Holder  
**Report from:** David Sykes – Director of Strategy, Innovation and Resources  
**Report Author:** Charles Officer – HR Lead Specialist  
**Wards:** N/A  
**Forward Plan:** N/A

**Links to Council Plan Priorities:** A clear policy ensures that the Council continues to work towards the Council Plan by ensuring excellence and openness.

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**1.0 EXPECTED OUTCOME**

1.1 This report presents the Pay Policy Statement 2022/23 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 2022/23 for recommendation to Full Council for approval.**

2.2 **It is recommended that the Human Resources Committee agrees to the minimum living wage payment of £9.50 per hour from 1 April 2022, to our staff who fall within the C grade on our spinal scale with the exception of apprentices.**

**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 current guidance issued by the Secretary of State for Levelling Up, Housing and Communities.
- 3.7 Members are requested to agree the Pay Policy Statement for 2022/23 for approval by full Council. The Statement is included in the budget report for Council at its meeting on 22 February 2022.
- 3.9 The National Living Wage rate will increase from 1 April 2022 to £9.50 per hour from £8.91 per hour.
- 3.10 The Council currently complies with the requirements to pay the National Living Wage with exception to apprentices. Apprentice salaries will remain in line with the national minimum wage.
- 3.11 From 1 April 2022 SCP 1 and SCP 2 within our C grade on our current payscale is below the new National Living Wage of £9.50 per hour. To be compliant with the NLW legislation we will pay staff a minimum of £9.50 per hour from 1 April 2022 until further guidance is provided via the collective pay bargaining.
- 3.11 Currently the National Joint Council pay agreement for 2021 and 2022 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. The current pay award offer stands at 1.75% for 2021 however this has not been finalised and is being challenged by unions with the prospect of industrial action.

#### 4.0 APPENDICES ATTACHED TO THIS REPORT

Appendix No.	
1	Pay Policy Statement 2022/23
2	SCP and Grade from 1 April 2020

## 5 CONSULTATION

- 5.1 The Corporate Management Team and Unions have been given the opportunity to comment on the Pay Policy Statement.
- 5.2 Informal discussions have taken place with the Union to note the Pay Policy.

## 6.0 ALTERNATIVE OPTIONS

6.1 No alternative options are considered for the Pay Policy Statement 2022/23 as presented.

## 7.0 IMPLICATIONS

### 7.1 Financial and Resources

7.1.1 Further details will be known once the National Joint Council pay agreement for 2021 onwards has been finalised.

7.1.2 The introduction from 1 April 2022 of £9.50 per hour will impact one person in the organisation and with therefore be insignificant.

### 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 Health and Sustainability Impact Assessment

7.4.1 A Health and 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.

#### 7.4.3 Summary of Health and Sustainability Impacts

		Positive	Neutral	Negative	Unknown
<b>Environment and Health</b>	Greenhouse gases emissions		x		
	Air Quality		x		
	Biodiversity		x		
	Impacts of Climate Change		x		
	Reduced or zero requirement for energy, building space, materials or travel		x		
	Active Travel		x		

<b>Economy and Culture</b>	Inclusive and sustainable development		x		
	Jobs and levels of pay	x			
	Healthier high streets		x		
	Culture, creativity and heritage		x		
<b>Housing and Communities</b>	Standard of housing		x		
	Access to housing		x		
	Crime		x		
	Social connectedness		x		

## 7.5 Equality and Diversity

7.5.1. Have you completed an Equality Impact Analysis? No.

7.5.2 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.

7.5.3 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.

7.5.4 Summary of Equality and Diversity impacts

<b>Please indicate: P = Positive impact; 0 = Neutral; N = Negative; Enter "X"</b>					
<b>Age</b>	<b>P</b>		<b>0</b>	<b>x</b>	<b>N</b>
<b>Disability</b>	<b>P</b>		<b>0</b>	<b>x</b>	<b>N</b>
<b>Gender reassignment (transgender)</b>	<b>P</b>		<b>0</b>	<b>x</b>	<b>N</b>
<b>Marriage &amp; civil partnership</b>	<b>P</b>		<b>0</b>	<b>x</b>	<b>N</b>
<b>Pregnancy &amp; maternity</b>	<b>P</b>		<b>0</b>	<b>x</b>	<b>N</b>
<b>Race/ethnicity</b>	<b>P</b>		<b>0</b>	<b>x</b>	<b>N</b>
<b>Religion or belief</b>	<b>P</b>		<b>0</b>	<b>x</b>	<b>N</b>
<b>Sex/gender</b>	<b>P</b>		<b>0</b>	<b>x</b>	<b>N</b>
<b>Sexual orientation</b>	<b>P</b>		<b>0</b>	<b>x</b>	<b>N</b>
<b>Armed forces families</b>	<b>P</b>		<b>0</b>	<b>x</b>	<b>N</b>
<b>Rurality</b>	<b>P</b>		<b>0</b>	<b>x</b>	<b>N</b>

<b>Socio-economic disadvantage</b>	<b>P</b>		<b>0</b>	<b>x</b>	<b>N</b>	
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## 7.6 Risk

<b>Risk</b>	<b>Consequence</b>	<b>Controls required</b>
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 2022

## CONTACT OFFICERS

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## 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	12/1/22
Section 151 Officer	12/1/22
Monitoring Officer	12/1/22
CMT	12/1/22

<b>Circulated to</b>	<b>Date sent</b>
Lead Specialist	N/A
Human Resources Lead Specialist	N/A
Communications Team	N/A
Leader	N/A
Committee Chairman	13/1/22
Portfolio Holder	13/1/22
Ward Councillor(s)	N/A
Committee	1/2/21
Executive (Cabinet)	N/A
Council	N/A