

**To:** Council  
**Date:** 24 April 2017  
**Report of:** Head of Business Improvement  
**Title of Report:** Pay Policy Statement 2017

<b>Summary and recommendations</b>	
<b>Purpose of report:</b>	To approve the Annual Pay Policy Statement in accordance with legislative requirements
<b>Key decision:</b>	No
<b>Executive Board Member:</b>	Councillor Susan Brown
<b>Corporate Priority:</b>	Efficient and Effective Council
<b>Policy Framework:</b>	None
<b>Recommendation: That Council resolves to approve the Annual Pay Policy Statement 2017 as attached at Appendix 1.</b>	

<b>Appendices</b>	
Appendix 1	Annual Pay Policy Statement 2017
Appendix 2	Risk Register

## **Introduction and background**

1. The Council is required by legislation to approve and publish a Pay Policy Statement annually.

## **Overview**

2. The Pay Policy Statement attached at Appendix 1 reflects the Council's current agreements and arrangements with regard to pay.
3. There are no proposed changes to the current arrangements. Any changes are required to go through a process of consultation prior to implementation.
4. New legislation regarding specific reporting requirements on the Gender Pay Gap came into force on 1<sup>st</sup> April 2017. The Council is required to publish its first report under this legislation by 31<sup>st</sup> March 2018. As this new information will be more detailed than the brief analysis included in previous statements, and cannot be prepared until after the April salary has been paid in any reporting year, we have removed it from this report and it will be published separately in its new format in future.

5. Consultation is also currently taking place regarding: a) the recovery of exit payments for senior officers who return to work in the public sector within twelve months of receipt of such payment and b) capping exit payments to public sector employees. It is expected that the legislation will be in force later this year. Following the legislation being finalised we will review the implications, however, the capping of exit payments is likely to have implications for the current policy on exit payments.
6. Negotiations are currently taking place regarding pay arrangements from 1st April 2018 as the current pay agreement expires on 31<sup>st</sup> March 2018. These do not affect the Pay Policy Statement.
7. Direct Services employees may transfer to the local authority trading company during the period covered by this statement. It is the intention that all Council policies will apply in the first instance.
8. New Legislation came into force on 6<sup>th</sup> April 2017 regarding the way tax and national insurance deductions are made for contractors and procedures have been put in place to ensure compliance with the legislation.

### **Financial implications**

9. The financial implications of this Pay Policy Statement and the 5 year pay agreement negotiated in April 2013 have been included within the Council's Medium Term Financial Plan.
10. It is worth noting that the Council includes the requirement for the Oxford Living Wage to be taken into account in its standard procurement terms and conditions by any supplier, contractor or sub-contractor. The requirement to pay the Oxford Living Wage as a minimum also covers its Leisure Services partner.

### **Legal issues**

11. The Council is legally required to approve and publish its Annual Pay Policy Statement. There are no other legal issues.

### **Level of risk**

12. A risk register can be found at Appendix 2.

### **Equalities impact**

13. An Equalities Impact Assessment is not necessary as this report is to approve publication of details of existing pay arrangements. Future changes to pay arrangements will be subject to consultation, appropriate approvals and equalities impact assessments.

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**Background Papers:** None