Pay Policy Statement 2024-2025

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Introduction

Under Sections 38 – 43 of the Localism Act 2011 the Council is required to produce a policy statement that covers matters concerning the pay of the Council's Chief Officers. This policy statement meets the requirements of the Localism Act and the requirements of guidance issued by the Secretary of State for Communities and Local Government to which the council is required to have regard under Section 40 of the Act.

This policy has been approved by the full Council and is publicised on the Council's website. This policy also relates to the data on pay and rewards for staff under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2011). This policy statement does not cover or include employees based in maintained schools and is not required to do so.

Further information on the Council's Senior Organisation Structure is available on the Council's website.

Definition of Officers covered by this Policy Statement

This Policy Statement covers the following posts:

1. Head of the Paid Service, which is the post of:
    Chief Executive

2. Statutory Chief Officers, which are the posts of:
    Executive Director Place and Resources (Section 151 Chief Financial Officer)
    Director of Children's Services (Director Children's Services)
    Director of Adult Social Care (Director Adult Social Services)
    Director of Public Health (Director Public Health)
    Assistant Director Law and Governance (Monitoring Officer)

3. Non-statutory Chief Officers, which are the posts of:
    Assistant Chief Executive
    Director of Economy, Environment and Infrastructure
    Deputy Director Public Health
    Assistant Director Public Health
    Assistant Director People and Organisational Development
    Assistant Director Finance
    Assistant Director Policy, Strategy and Resources
    Assistant Director Environment
    Assistant Director Regeneration
    Assistant Director Infrastructure
    Assistant Director Safer Towns and Communities
    Assistant Director Adult Services
    Assistant Director Children's Assurance, Evaluation and Partnerships
    Service Director Education and Inclusion
    Service Director Regulated Provision
    Service Director Safeguarding and Early Help

Policy on remunerating Chief Officers and Senior Officers

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Chief Executive and Chief Officers conditions of service are in line with the Joint Negotiating Committees for Chief Executives and Chief Officers. The Council's policy on remunerating Chief Officers and Senior Officers is set out on the schedule that is attached to this policy statement at Appendix A.

It is the policy of the Council to establish a remuneration package for each Chief Officer post that is sufficient to attract and retain employees with the appropriate skills, knowledge, experience, abilities, and qualities that is consistent with the Council's requirements of the post in question at the relevant time, which may include reference to appropriate market benchmarks.

Policy on other aspects of Chief Officer remuneration

Other aspects of Chief Officer remuneration are appropriate to be covered by this policy statement, these other aspects are defined as recruitment, pay increases, additions to pay, performance related pay, earn back, bonuses, termination payments, transparency, and re-employment when in receipt of a pension or a redundancy/severance payment. These matters are addressed in the schedule that is attached to this policy statement at Appendix B.

Pay relationship

From April 2024, the lowest pay rate in the Council's pay structure (excluding apprentice rates) equates to a full time equivalent annual salary of £22,366 and can be expressed as an hourly rate of £11.59. This pay rate is the bottom point of the national pay scale for those employed on National Joint Council (NJC) Local Government Services Terms and Conditions. The highest paid salary in this Council from 1st April 2024 is £170,775, which is paid to the post of Chief Executive for North East Lincolnshire Council and Executive Place Lead (NEL Health and Care).

The median full time equivalent salary in this Council is £27,334. The pay multiple between the median full time equivalent salary and the post of Chief Executive is 1 to 6.25.

This Council does not have a policy on maintaining or reaching a specific 'pay multiple', however the Council is conscious of the need to ensure that the salary of the highest paid employee is not excessive and is consistent with the needs of the Council as expressed in this policy statement.

Pay rates may increase in accordance with any pay settlements reached by the relevant national negotiating bodies.

Salary Packages over £100,000

The Council will ensure that before an offer of appointment is made, any salary package for any post that is in excess of £100,000 will be considered by full Council. The salary package will be defined as base salary, fees, routinely payable allowances, and benefits in kind that are due under the contract.

Flexibility to address recruitment issues for vacant posts

In most circumstances, the provisions of this policy will enable the Council to ensure that it can recruit effectively to any vacant post. There may be exceptional circumstances when there are recruitment difficulties for a particular post and where there is evidence that an element or elements of the remuneration package are not sufficient to secure an effective appointment. This policy statement recognises that this situation may arise in exceptional circumstances and therefore a departure from this policy can be implemented without having to seek full Council approval. Such a

departure from this policy will be expressly justified in each case and will be approved through an appropriate decision-making route.

Policy for future years

This policy statement will be reviewed each year and will be presented to full Council for consideration to ensure that a policy is in place prior to the start of each financial year.

Annex A

Grade	Full Time Equivalent Remuneration Range
Chief Executive (NELC) and Executive Place Lead (Health and Care)* **CEO**	£170,000 - £175,000
Executive Director/ Deputy Chief Executive **DCEO**	£120,000 - £125,000
Director of Children's Services **DCS**	£135,000 - £140,000
Director Band 2 **DIR02**	£110,000 - £115,000
Director Band 1 **DIR01**	£95,000 - £100,000
Assistant Director Band 3 **AD03**	£88,000 - £93,500
Assistant Director Band 2 **AD02**	£81,100 - £86,000
Assistant Director Band 1 **AD01**	£76,000 – 81,000

*£30,000 contribution from Health and Care Partnership for Executive Place Lead role.

Annex B

Aspect of Chief and Senior Officer Remuneration	Council Policy
Recruitment	Posts are advertised and appointed to at the appropriate approved salary for the post unless there is evidence that a successful appointment of a person with the required skills, knowledge, experience, abilities, and qualities cannot be made without varying the remuneration package. In such circumstances a variation to the remuneration package is appropriate under the Council's policy and any variation will be approved through the appropriate Council decision making process.
Pay Increases	The Council will apply any pay increases that are agreed by relevant national negotiating bodies and/or any pay increases that are agreed through local negotiations. The Council will also apply any pay increases that are as a result of decisions to significantly increase the duties and responsibilities of a post beyond the normal flexing of duties and responsibilities that are expected in senior posts.
Additions To Pay	The Council does not make additional payments beyond those specified in the contract of employment.
Performance Related Pay	The Council does not operate a performance related pay system for Chief Officers as it believes that it has sufficiently strong performance management arrangements in place to ensure high performance from its senior leaders. Any areas of under-performance are addressed through capability procedures.
Earn-Back (Withholding an element of base pay related to performance)	The Council does not operate an earn-back pay system.
Bonuses	The Council does not pay bonus payments to any of its employees.
Termination Payments	The Council's normal redundancy payments arrangements apply to all employees including Chief Officers and the Chief Executive. The Council has agreed policies in place on how it will apply any discretionary powers it has under Pensions regulations. Any costs that are incurred by the Council for Chief Officer posts are published in the Council accounts as required under the Accounts and Audit (England) Regulations 2011.
Transparency	The Council meets its requirements under the Localism Act, the Local Government Transparency Code 2015 and the Accounts and Audit Regulations in order to ensure that it is open and transparent regarding senior officer remuneration.
Re-employment of staff in receipt of an LGPS Pension or a redundancy/ severance payment	The Council is under a statutory duty to appoint on merit and must ensure that it complies with all appropriate employment and equalities legislation. The Council will

	always seek to appoint the best available candidate to a post who has the skills, knowledge, experience, abilities and qualities needed for the post. If a candidate is a former employee in receipt of an LGPS pension or a redundancy payment this will not rule them out from being re-employed by the Council. Clearly where a former employee left the Council on redundancy terms then the old post has been deleted and the individual cannot return to that post. The Council will apply the provisions of the Redundancy Payments Modification Order regarding the recovery of redundancy payments if this is relevant. Pensions Regulations also have provisions to reduce pension payments in certain circumstances to those who return to work within the local government service.