

Subject:	Pay Policy Statement – Extract from the proceedings of the Governance Committee Meeting held on 20 March 2012		
Date of Meeting:	22 March 2012		
Report of:	Strategic Director; Resources		
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Wards Affected:	All		

GOVERNANCE COMMITTEE

**4.00 pm 20 March 2012
COUNCIL CHAMBER, HOVE TOWN HALL**

MINUTES

Present: Councillors Littman (Chair), A Norman (Deputy Chair), Cox, Mitchell, Morgan, Powell, Randall, G Theobald, MacCafferty and Shanks.

Also in attendance: Mr. S. Keane, Chairman of the Independent Remuneration Panel.

PART ONE

75. PAY POLICY STATEMENT

- 75.1 The Committee considered the report of Strategic Director Resources on the Pay Policy Statement. The committee were advised that the Localism Act 2011 required Local Authorities to produce a pay policy statement for 2012/13 and for each subsequent financial year. The statements should set out the council's policies on a range of issues relating to the pay of its workforce, particularly its senior and lowest paid staff. The committee were asked to recommend Council to adopt the Pay Policy Statement as set out in the report.
- 75.2 Councillor Mitchell said that the Labour and Cooperative Party could not recommend the proposed policy to Council as the party had issues with the higher paid members of staff. Councillor Mitchell referred to paragraph 3 of the Pay Policy Statement relating to the lowest paid members of staff, and asked if all those who were casual workers would be paid the Living Wage. Councillor Mitchell was advised that were different categories of casual staff. There were two thousand casual staff on the council's books, but only 500 currently working for the council with many of them only working one day a week. The agency staff were different in that the council paid the agency a set rate for the job. All workers were paid at least the Living Wage.

- 75.3 Councillor Norman referred to paragraph 4 of the Pay Policy Statement, which stated that council would have the opportunity to vote on salary packages of over £100,000 prior to an appointment being made. Councillor Norman was concerned that due to the number of Full Council meetings being held there may be a delay in getting agreement and thereby appointing staff. Councillor Norman was advised that there could be problems with timing and suggested that consideration of salary packages could be delegated to a committee. Councillor Randall thought that it would be sensible to delegate that duty to a committee. The committee were advised that there was Code of Recommended Practices and the council were looking to follow that Code.
- 75.4 Councillor Theobald noted paragraph 3.7 of the report which referred to the system of 'earn back'. Councillor Theobald was advised that the council didn't operate performance related pay and so 'earn back' could not be implemented.
- 75.5 Councillor Powell asked if the Living Wage were paid to agency staff. Councillor Powell was advised that agency workers were covered by an Agency Workers Directive, but once they had been employed for eight weeks by the council they would be covered by the Living Wage.
- 75.6 Councillor Powell referred to paragraphs 8 and 9 of the Pay Policy Statement and asked if comparators were used to set the salary of the most senior members of staff. It was confirmed that comparators from other local authorities were used.
- 75.7 **RESOLVED:**
- (1) That the committee recommend to Council the adoption of the Pay Policy Statement as set out in appendix A to the report.
 - (2) That the proposal to extend the role of the current Member Appointment Panel to become a Recruitment and Remuneration Panel which would be responsible for the provision of advice on the council's pay policy and the starting salary of new appointees to Chief Officer posts be noted. The extended role of the Panel would come into force when the new constitution was approved and adopted by full council on 26 April 2012.
 - (3) That the requirement that Council approve a Pay Policy Statement annually be noted.