

Staffing Policy Committee
4th January 2024

Pay Policy Statement 2024/2025

Purpose

1. To present an updated pay policy statement for the financial year 2024/2025 for approval by Staffing Policy Committee prior to agreement by Council and publication on the website.

Background

2. Under chapter 8 of the Localism Act 2011 every local authority must prepare a pay policy statement for the financial year and each subsequent financial year.
3. Wiltshire Council originally published its pay policy statement in February 2012 and the updated policy is now required to be published on the website by 1st April 2024.

Main considerations

There are minimal changes this year, with the main updates to the pay policy statement outlined below:

4. Throughout the policy, the total number of council employees, apprenticeships, and pay rates and pay ratios where applicable have been updated. The ratio for the highest to lowest paid has decreased slightly this year due to the NJC pay award of £1,925 on all points regardless of salary resulting in the lowest point (Grade B) receiving a 9.42% increase.
5. A revised introduction to include reference to the move to the Oracle ERP system.
6. An addition following paragraph 55 to include arrangements for the agreement of special severance payments in line with the statutory guidance.
7. Additions to include arrangements for the agreement of Coroner pay.
8. The annual budget will be set in January/February in time for approval at Full Council and the pay policy statement will be updated to reflect this.
9. Unsocial hours and standby and callout allowances are currently subject to negotiation with Trade Unions on changes to these allowances to ensure that

they support service delivery. Once agreement on these changes has been reached, the pay policy statement will be updated to reflect the changes.

Reason for the policy/ changes to the policy

10. The Council is required to publish this pay policy statement by 1st April 2024 to comply with the Localism Act.

Environmental impact of the proposal

11. N/A

Equalities impact of the proposal

12. N/A

Risk Assessment

13. N/A

Financial Implications of the proposal

14. N/A

Recommendations

15. That Staffing Policy Committee approve the updated pay policy statement for 2024/2025 to be presented at Full Council for approval on 20th February 2024.
16. That Staffing Policy Committee delegate authority to the Director HR&OD to approve any amendments required to the pay policy statement prior to Full Council as a result of the Trade Unions negotiations on changes to unsocial hours and standby and callout allowances. If agreement on changes to these policies is not reached prior to Full Council, the changes will be made to the pay policy statement for the following year for April 2025.

Tamsin Kielb
Director HR&OD

Report Author: Laura Fisher, HR&OD Strategy Manager