

Pay Policy Statement 2023/2024

Purpose of Report

1. To present an updated pay policy statement for the financial year 2023/2024 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 2012/2013 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 2023.

Main Considerations for the Council

4. The main updates to the policy are outlined below:
 - Throughout the policy
 - updated total number of council employees, apprenticeships, and pay rates and pay ratios where applicable.
 - A revised introduction referencing the council's new ten year business plan, cost of living crisis and current candidate-driven jobs market.
 - Removal of para 18 detailing the changes to the pay and grading structure in April 2019.
 - An addition to para 22 to clarify that candidates may be appointed to the next increment above their current salary, subject to not only the grade maximum but also to take account of the skills and experience offered by candidate.
 - An amendment to para 34 to state the April 2022 NJC pay award given to employees.
 - An amendment at para 35 to state that incremental progression is frozen for April 2022 and April 2023.

- An addition to para 41 to state that an additional payment such as a bonus may be paid in exceptional circumstances with the authorisation of the Assistant Director HR&OD in conjunction with the Chief Executive. This ensures flexibility in the Council's pay policies to respond to changes such as legislation or challenges impacting on a specific service as required.
 - An amendment to para 60 to state that overtime is now paid at normal hourly rate as agreed as part of the terms and conditions review.
5. The annual budget will be set in January/February in time for approval at Full Council and the policy will be updated to reflect.
 6. 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 new ways of working and service delivery. Once agreement on these changes has been reached, the pay policy statement will be updated to reflect the changes.

Consultation

7. The pay policy will require Full Council approval prior to publication.

Recommendation

8. That Staffing Policy Committee approve the updated pay policy statement for 2023/2024 to be presented at Full Council for approval on 21st February 2023.
9. That Staffing Policy Committee delegate authority to the Assistant Director HR&OD to approve any amendments required to the pay policy statement prior to Full Council as a result of the Trade Union 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 2024.

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The following unpublished documents have been relied on in the preparation of this report: None