

NON-CONFIDENTIAL



Borough of Tamworth

10 March 2015

Dear Councillor

You are hereby summoned to attend a **meeting of the Council of this Borough** to be held on **TUESDAY, 17TH MARCH, 2015** at 6.15 pm in the **COUNCIL CHAMBER - MARMION HOUSE**, for the transaction of the following business:-

AGENDA

NON CONFIDENTIAL

- 10 2015 Pay Policy** (Pages 1 - 24)
(Report of the Leader Of The Council)

Yours faithfully

A handwritten signature in black ink, appearing to be 'A. O. S.', enclosed in a circular scribble.

CHIEF EXECUTIVE

People who have a disability and who would like to attend the meeting should contact Democratic Services on 01827 709264 or e-mail committees@tamworth.gov.uk preferably 24 hours prior to the meeting. We can then endeavour to ensure that any particular requirements you may have are catered for.

Marmion House
Lichfield Street

Tamworth

COUNCIL

17TH MARCH 2015

REPORT OF THE LEADER OF THE COUNCIL

2015 PAY POLICY

EXEMPT INFORMATION

No

PURPOSE

This report details Tamworth Borough Council's Pay Policy Statement so that statutory guidance as set out in S38 of the Localism Act is adhered to.

RECOMMENDATIONS

That the committee approve the Pay Policy Statement to go forward to Cabinet and full Council for formal adoption in line with the Localism Act 2011.

That the Leader recommend to full council that the Chief Executive's Pay is increased by 2% from 1st January 2015 in line with all other Chief Officer grades.

EXECUTIVE SUMMARY

Under section 112 of the Local Government Act 1972, the Council has the "power to appoint officers on such reasonable terms and conditions as authority thinks fit". This Pay Policy Statement (the 'statement') sets out the Council's approach to pay policy in accordance with the requirements of Section 38 of the Localism Act 2011.

The purpose of the statement is to provide transparency with regard to the Council's approach to setting the pay of its employees by identifying;

- the methods by which salaries of all TBC employees are determined;
- the detail and level of remuneration of TBC's most senior staff i.e. 'chief officers', as defined by the relevant legislation;
- the Committees responsible for ensuring the provisions set out in this statement are applied consistently throughout the Council and recommending any amendments to the full Council.

Once approved by full Council, this policy statement will come into immediate effect and will be subject to review on a minimum of an annual basis in accordance with the relevant legislation prevailing at that time

Following recent National Joint Council (NJC for all employees) and Joint Negotiating Committee (JNC for chief officers) a pay settlement has been reached from 1st January 2015 to 31st March 2016.

The Leader has discretion to determine that the pay settlement will also apply to the Chief Executive pay band as to all other staff. And the recommendation of this report is that the 2% increase will also apply to the Chief Executive pay band from 1st January 2015. This will also impact on the responsibility allowance payable to the Deputy Chief Executive.

RESOURCE IMPLICATIONS

There are no resource implications associated with this report. All pay is accounted for with the Council Budget.

LEGAL/RISK IMPLICATIONS BACKGROUND

Section 38 of the Localism Act must be complied with by 1st April 2015. Therefore, so as to minimise risk this report must be approved by full Council before that date

SUSTAINABILITY IMPLICATIONS

BACKGROUND INFORMATION

The Council's first pay policy was introduced in 2012 and has been updated annually.

REPORT AUTHOR

Anica Goodwin, Director of Transformation and Corporate Performance x 225 and Christie Tims Head of Organisational Development x 215

LIST OF BACKGROUND PAPERS

Pay Policy 2014

APPENDICES

Appendix 1 Pay Policy 2015

Appendix 2 NJC Circular

Appendix 3 JNC Circular

Appendix 4 TBC Pay rates and bands 2015



PAY POLICY 2015

Document Status: Final

Document Ref: HRPP2015

Originator: Christie Tims

Owner: Anica Goodwin

Version: 01.01.05

Date: 04.03.15

Approved by Appointments and Staffing / Cabinet / Full Council

Classification: SEC1 - Routine

Document Location

This document is held by Tamworth Borough Council, and the document owner is Anica Goodwin.

Printed documents may be obsolete; an electronic copy will be available on Tamworth Borough Councils Intranet. Please check for current version before using.

Revision History

Revision Date	Version Control	Summary of changes
17.01.13	2013	Update figures and spinal column points
09.01.14	2014	Reviewed & updated with 2013 pay settlement
10.02.15	2015	Updated following 2015 settlement
04.03.15	2015	Finalised figures based on recommendations of Leader & Appointments & Staffing Committee 26.2.15

Key Signatories

Approvals Creation and Major Change

Name	Title	Approved
Appointments & Staffing	Director of Transformation and Corporate Performance	26.02.15
Cabinet	Director of Transformation and Corporate Performance	12.03.15
Full Council	Leader of the Council	17.03.15

Approval Path

Major Change

Anica Goodwin

Tony Goodwin

Trade Union Liaison Group

Appointments & Staffing

CMT / Cabinet

Full Council

Action

Submission

Sponsor

Consultative Group

Approval

Corporate Approval

Council Approval

Document Review Plans

This document is subject to a scheduled annual review. Updates shall be made in accordance with business requirements and changes and will be with agreement with the document owner.

Distribution

The document will be available on the Intranet and published on our internet site.

Security Classification

This document is classified as SEC 1 Routine with access restricted to Tamworth Borough Council Staff and business partners.

PAY POLICY STATEMENT

Tamworth Borough Council

March 2015

Introduction and Purpose

Under section 112 of the Local Government Act 1972, the Council has the “power to appoint officers on such reasonable terms and conditions as authority thinks fit”. This Pay Policy Statement (the ‘statement’) sets out the Council’s approach to pay policy in accordance with the requirements of Section 38 of the Localism Act 2011. The purpose of the statement is to provide transparency with regard to the Council’s approach to setting the pay of its employees by identifying;

- the methods by which salaries of all employees are determined;
- the detail and level of remuneration of its most senior staff i.e. ‘chief officers’, as defined by the relevant legislation;
- the Committee responsible for ensuring the provisions set out in this statement are applied consistently throughout the Council and recommending any amendments to the full Council.

Once approved by the full Council, this policy statement will come into immediate effect and will be subject to review on a minimum of an annual basis in accordance with the relevant legislation prevailing at that time.

Legislative Framework

In determining the pay and remuneration of all of its employees, the Council will comply with all relevant employment legislation. This includes the Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000, The Agency Workers Regulations 2010 and where relevant, the Transfer of Undertakings (Protection of Earnings) Regulations. With regard to the Equal Pay requirements contained within the Equality Act, the Council ensures there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of equality proofed Job Evaluation mechanisms which directly relate salaries to the requirements, demands and responsibilities of the role. These are Hay for Chief Officer and Gauge for all other staffing groups.

We also need to take account of recent rulings and case law, including the recent ruling on Holiday Pay, which ensures all employees receive their regular earnings whilst on annual leave.

Pay Structure

Based on the application of the Job Evaluation process (Pay and Conditions Review); the Council uses the nationally negotiated pay spine (Appendix 2 - National Joint Council for Local Government Services, 2014-16 Pay Scales &

Allowances, Appendix 3 – Joint Negotiating Committee for Chief Officers & Local Authorities, Chief Officers Pay agreement 2014-16) as the basis for its local grading structure (Appendix 4). This determines the salaries of all of its employees. The Council remains committed to adherence with national pay bargaining in respect of the national pay spine and any annual cost of living increases negotiated in the pay spine.

All other pay related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery and/or as determined by Council Policy. Additional Payments Policy and Other Payments Policy specify such payments that may be made.

In determining its grading structure and setting remuneration levels for all posts, the Council takes account of the need to ensure value for money in respect of the use of public expenditure, balanced against the need to recruit and retain employees who are able to meet the requirements of providing high quality services to the community, delivered effectively and efficiently and at times at which those services are required.

New appointments will normally be made at the minimum of the relevant grade, although this can be varied where necessary to secure the best candidate. From time to time it may be necessary to take account of the external pay market in order to attract and retain employees with particular experience, skills and capacity. From 1st April 2015 the Council intends that no employee will be subject to such a payment, but retains the right within the Pay Policy to justify such a payment where necessary. The Council will ensure the requirement for such a payment (taking into account whole package comparisons) is objectively justified by reference to clear and transparent evidence of relevant market comparators, using appropriate data sources available from within and outside the local government sector in line with the Council's Market Supplement Policy.

Recruitment of Chief Officers

The Council's policy and procedures with regard to recruitment of chief officers is set out within the Officer Employment Procedure Rules as detailed in Part 4 / D55 of the Constitution. When recruiting to all posts the Council will take full and proper account of its own Equal Opportunities, Recruitment and Selection, Employment Stability and Re-engagement Policies. The determination of the remuneration to be offered to any newly appointed chief officer will be in accordance with the pay structure and relevant policies in place at the time of recruitment. Where the Council is unable to recruit to a post at the designated grade, it will consider the use of temporary market forces supplements in accordance with its relevant policies where this is appropriate.

Where the Council remains unable to recruit chief officers under a contract of service, or there is a need for interim support to provide cover for a vacant substantive chief officer post, the Council will, where necessary, consider and

utilise engaging individuals under 'contracts for service'. These will be sourced through a relevant procurement process ensuring the council is able to demonstrate the maximum value for money benefits from competition in securing the relevant service. The Council does not currently have any chief officers engaged under such arrangements.

Senior Management Remuneration

For the purposes of this statement, senior management means 'chief officers' as defined within S43 of the Localism Act. The posts falling within the statutory definition are set out below, with details of their basic salary and allowances as at 1st April 2015

Job Type / Allowance	Scale Pt	Salary	Car Allowance	Health Shield
Chief Executive	100	107,188.40	1,239.00	99.24
Deputy Register of Electors Allowance		1,336.00		
Deputy Head of Paid Service Responsibility		1,836.00		
Executive Director	CD4	82,399.00	1,239.00	99.24
Returning Officer		2,671.00		
Director	D9	73,578.00	1,239.00	99.24
Director	D9	73,578.00	1,239.00	99.24
"O" Licence Allowance		3,679.00	1,239.00	99.24
Director	D9	73,578.00	1,239.00	99.24
Director	D9	73,578.00	1,239.00	99.24
Director	D9	73,578.00	1,239.00	99.24
Director	D5	67,334.00	963.00	99.24
Solicitor & Monitoring Officer	D5	65,373.00	1,239.00	99.24
Head of Landlord Services	SM4	58,014.00	963.00	99.24

Additions to Salary of Chief Officers

The Council does not apply any bonuses or performance related pay to its chief officers.

In addition to basic salary, set out in the above table are details of other elements of 'additional pay' which are chargeable to UK Income Tax and do not solely constitute reimbursement of expenses incurred in the fulfillment of duties.

In terms of additional statutory appointments the Representation of the People Act 1983 requires the Council to appoint an Electoral Registration Officer and

a Returning Officer in order to fulfil the authority's duties carrying out the electoral registration and elections process. The appointed officer receives an annual remuneration calculated according to the number of registered electors. For the year commencing 1 April 2015 the annual payment will be £890.00. The payment is subject to income tax, national insurance and superannuation. In addition, the aforesaid officer can appoint in terms of the legislation Deputy Returning Officer(s) to assist with the election process, any payments made to such deputies are at the discretion of the statutory appointee, such payments are not superannuable.

Returning Officer/Registration of Electors duties are determined by Electoral Registration Officer Section 8 Representation of the People Act 1983 and Returning Officer Section 35 Representation of the People Act 1983. They are based on the size of the electorate multiplied by a figure set by County Council on an annual basis.

Deputy Head of Paid Service Responsibility Allowance is payable for duties undertaken in the absence of the Head of Paid Service. These are set by members on an annual basis.

Essential Car User Allowances as determined by the Council's Travel and Subsistence Policy and reviewed and updated in line with NJC rates.

License Payments are made in line with the Council's Additional Payments Policy – License Holder Payments approved as part of the Pay & Conditions Review 2007. The "O" License is for Vehicle Certificate of General Competence.

With the exception of progression through the incremental scale of the relevant grade being subject to satisfactory performance, which is assessed on an annual basis, the level of remuneration is not variable dependent upon the achievement of defined targets.

Payments on Termination

The Council's approach to statutory and discretionary payments on termination of employment of chief officers, prior to reaching normal retirement age, is set out within its policy statement in accordance with Regulations 5 and 6 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006. We have chosen not to adopt Regulations 12 and 13 of the Local Government Pension Scheme (Benefits, Membership and Contribution) Regulations 2007.

Any other payments falling outside the provisions (such as Settlement Agreements) or the relevant periods of contractual notice shall be subject to a formal decision made by the Head of Paid Service and Directors with delegated authority to approve such payments. These must be notified to members.

Publication

Upon approval by the full Council, this statement will be published on the Council's Website. In addition, for senior employee* posts where the full time equivalent salary is at least £50,000, the Council's Annual Statement of Accounts will include a note setting out the total amount of

- salary, fees or allowances paid to or receivable by the person in the current and previous year;
- any sums payable by way of expenses allowance that are chargeable to UK income tax;
- any compensation for loss of employment and any other payments connected with termination;
- any benefits received that do not fall within the above – including contribution to the person's pension

* As defined by in the Accounts & Audit (England) Regulations 2011

Lowest Paid Employees

The lowest paid persons employed under a contract of employment with the Council are employed on full time 37 hours equivalent salaries in accordance with the minimum spinal column point currently in use within the Council's grading structure. As at 1st January 2015, this is spinal column point 5, **£13,500** per annum until 1st October 2015, when the lowest spinal column point will be spinal column point 6 **£13,614**. The Council employs Apprentices or other such categories of workers who are not included within the definition of 'lowest paid employees' as they are employed under the National Minimum Wage for Apprentices.

The relationship between the rate of pay for the lowest paid and chief officers is determined by the processes used for determining pay and grading structures as set out earlier in this policy statement.

The statutory guidance under the Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton 'Review of Fair Pay in the Public Sector' (2010). The Hutton report was asked by Government to explore the case for a fixed limit on dispersion of pay through a requirement that no public sector manager can earn more than 20 times the lowest paid person in the organisation. The report concluded that the relationship to median earnings was a more relevant measure and the Government's Code of Recommended Practice on Data Transparency recommends the publication of the ratio between highest paid salary and the median average salary of the whole of the authority's workforce, which for Tamworth is currently **£20,253.00 (£24,472 excluding casual employees)**.

The current pay levels within the Council define the multiple between the lowest paid (full time equivalent) employee and the Chief Executive as **1:7.9** (excluding allowances) and; between the lowest paid employee and average chief officer as **1:5.3**. The multiple between the median average full time

equivalent earnings and the Chief Executive is **1:5.3 (1:4.4 excluding casual employees)** and; between the median average full time equivalent earnings and average chief officer as **1:3.5** (this excludes the Chief Executive and is 1:2.9 excluding casual employees) .

As part of its overall and ongoing monitoring of alignment with external pay markets, both within and outside the sector, the Council will use available benchmark information as appropriate.

Accountability and Decision Making

In accordance with the Constitution of the Council, the Appointments and Staffing Committee are responsible for decision making in relation to the recruitment, pay, terms and conditions and severance arrangements in relation to employees of the Council.

Where appropriate these may be delegated to the Head of Paid Service and Directors under the scheme of delegation.

Amendments to the Policy

This statement may be amended during the course of a financial year to reflect changes or developments in the authority's pay policy. However, section 39(5) of the Act requires that amendments can only be made by resolution of the full council and that any amended statement must be published as soon as is reasonably practicable.

Equality Impact Assessment

Is this a new or existing policy?	Existing		
1. Briefly describe the aims, objectives and purpose of the policy?	To provide clear and transparent guidance of how TBC Pay Policies interrelate and are formally approved by the full Council		
2. Are there any associated policy/ procedure/ practice which should be considered whilst carrying out this equality impact assessment?	All TBC Pay & Conditions Policies, NJC pay spines, Council Constitution		
3. Who is intended to benefit from this policy and in what way?	The general public in having clear visibility on how Local Government Pay is determined		
4. What are the desired outcomes from this policy?	Transparency		
5. What factors/ forces could contribute/ detract from the outcomes?	Ability to make payments to staff and chief officers		
6. Who are the main stakeholders in relation to the policy?	Trades unions all employees and Chief Officers		
7. Which individuals/ groups have been/ will be consulted with on this policy?	TULG, CMT, Members		
8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?	Y		Biennial review to assess any adverse impact on this group.
9. Are there concerns that the policy/ procedure/ practice <u>could</u> have a differential impact due to gender?	Y		Biennial review to assess any adverse impact on this group.
10. Are there concerns that the policy <u>could</u> have a differential impact due to them being transgender or transsexual?		N	Please explain
11. Are there concerns that the policy <u>could</u> have a differential impact due to disability?	Y		Biennial review to assess any adverse impact on this group.
12. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?		N	Please explain
13. Are there concerns that the policy <u>could</u> have a differential impact due to age?	Y		Biennial review to assess any adverse impact on this group.
14. Are there concerns that the policy <u>could</u> have a differential impact due to religious belief?		N	Please explain
15. Are there concerns that the policy <u>could</u> have a differential impact on Gypsies/ Travellers?		N	Please explain
16. Are there concerns that the policy <u>could</u> have a differential impact due to dependant/caring responsibilities?		N	Please explain
17. Are there concerns that the policy <u>could</u> have a differential impact due to them having an		N	Please explain

offending past?			
18. Are there concerns that the policy could have an impact on children or vulnerable adults?		N	Please explain
19. Does any of the differential impact identified cut across the equality strands (e.g. elder BME groups)?		N	Please explain
20. Could the differential impact identified in 8 – 19 amount to there being the potential for adverse impact in this policy/ procedure/ practice?		N	Please explain
21. Can this adverse impact be justified: <ul style="list-style-type: none"> • on the grounds of promoting equality of opportunity for one group? • For any other reason? 			Please explain
22. As a result of carrying out the equality impact assessment is there a requirement for further consultation?		N	Please explain
23. As a result of this EIA should this policy be recommended for implementation in its current state?	Y		Please explain

PLEASE COMPLETE THE FOLLOWING ACTION PLAN FOR ALL IMPACT ASSESSMENTS
Equality Impact Assessment Action Plan

Complete the action plan demonstrating the changes required in order to meet TBC's commitment to equality and diversity. The action plan must contain monitoring arrangements, the publishing of results and the review period required for this policy.

ACTION/ ACTIVITY	RESPONSIBILITY	TARGET	PROGRESS
Pay Review	Head of Organisational Development	31 st December 2013	Completed as part of Workforce Development Plan
	Head of Organisational Development	31 st December 2014	Equal Pay Review carried out
		31 st January 2016	
Monitoring arrangements:		Data collected 6 monthly	reports and updates to CMT/ Appts & Staffing Committee
Publication:		Internet and Intranet	
Review Period:		Reviewed annually	

End of Document

Classified: SEC1 Routine

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National Joint Council for Local Government Services

Employers' Secretary:

Sarah Messenger
Local Government House, Smith Square
London, SW1P 3HZ
Tel: 020 7187 7373 Fax: 020 7664 3030

Trade Union Secretaries

Fiona Farmer, Unite
Brian Strutton, GMB
Heather Wakefield, UNISON

Address for correspondence:

UNISON Centre
130 Euston Road
London NW1 2AY
Tel: 0845 3550845
Fax: 020 7551 1195

**To: Chief Executives in England, Wales and N Ireland
(copies for the Finance Director and HR Director)
Members of the National Joint Council**

14 November 2014

Dear Chief Executive,

2014-16 PAYSCALES & ALLOWANCES

Agreement has now been reached on rates of pay applicable from **1 January 2015**.

The new pay rates are attached at **Annex 1**.

Details of the non-consolidated payments to be paid in December 2014 (SCPs 5-49 only) and in April 2015 (SCPs 26-49 only) are attached at **Annex 2**.

The new rates for allowances up-rated in line with the pay increase of 2.20% are also set out at **Annex 3**.

It has been agreed that Spinal Column Point 5 (SCP5) will be deleted with effect from 1 October 2015. Therefore, employees on SCP5 shall progress to SCP6 on 1 October 2015.

NJC future work

Both Sides recognise that local government is undergoing a period of unprecedented change. The way that public services are designed and delivered is evolving at a rapid pace and against this background the NJC agrees that councils and their workforce need collective agreements that:

- reward employees fairly and recognise the diverse needs of the workforce
- attract, retain and train people with the skills needed for the future
- enable local service providers to react more quickly to changing circumstances
- facilitate effective partnership working and collaboration across organisations
- remove or modify existing barriers to ensure employees can move more easily between different public sector employers

The NJC remains committed to national collective bargaining and aims to ensure that the bargaining machinery can reflect and support new ways of working. The NJC will focus on

producing outputs that are relevant, fair and beneficial to both employers and those employed to provide public services.

Yours sincerely



Sarah
Messenger



Fiona
Farmer

Brian Strutton

Brian
Strutton



Heather
Wakefield

Joint Secretaries

NJC PAY SPINE 2014-16

SCP	1 Apr 13	1 Jan 15
5 (until 1 Oct 15)	£12,435	£13,500
6	£12,614	£13,614
7	£12,915	£13,715
8	£13,321	£13,871
9	£13,725	£14,075
10	£14,013	£14,338
11	£14,880	£15,207
12	£15,189	£15,523
13	£15,598	£15,941
14	£15,882	£16,231
15	£16,215	£16,572
16	£16,604	£16,969
17	£16,998	£17,372
18	£17,333	£17,714
19	£17,980	£18,376
20	£18,638	£19,048
21	£19,317	£19,742
22	£19,817	£20,253
23	£20,400	£20,849
24	£21,067	£21,530
25	£21,734	£22,212
26	£22,443	£22,937
27	£23,188	£23,698
28	£23,945	£24,472
29	£24,892	£25,440
30	£25,727	£26,293
31	£26,539	£27,123
32	£27,323	£27,924
33	£28,127	£28,746
34	£28,922	£29,558
35	£29,528	£30,178
36	£30,311	£30,978
37	£31,160	£31,846
38	£32,072	£32,778
39	£33,128	£33,857
40	£33,998	£34,746
41	£34,894	£35,662
42	£35,784	£36,571
43	£36,676	£37,483
44	£37,578	£38,405
45	£38,422	£39,267
46	£39,351	£40,217
47	£40,254	£41,140
48	£41,148	£42,053
49	£42,032	£42,957

NON-CONSOLIDATED PAYMENTS (see also Appendix)

SCP	December 14	April 15
5	£325	
6	£325	
7	£325	
8	£150	
9	£150	
10	£150	
11	£100	
12	£100	
13	£100	
14	£100	
15	£100	
16	£100	
17	£100	
18	£100	
19	£100	
20	£100	
21	£100	
22	£100	
23	£100	
24	£100	
25	£100	
26	£100	£3
27	£100	£7
28	£100	£10
29	£100	£14
30	£100	£18
31	£100	£22
32	£100	£26
33	£100	£29
34	£100	£33
35	£100	£36
36	£100	£39
37	£100	£43
38	£100	£47
39	£100	£52
40	£100	£56
41	£100	£60
42	£100	£65
43	£100	£69
44	£100	£73
45	£100	£77
46	£100	£81
47	£100	£85
48	£100	£89
49	£100	£93

Part 3 Paragraph 2.6(e) Sleeping-in Duty Payment

1 Jan 15
£34.00

**RATES OF PROTECTED ALLOWANCES AT 1 JAN 15
(FORMER APT&C AGREEMENT (PURPLE BOOK))**

Paragraph 28(3) Nursery Staffs in Educational Establishments - Special Educational Needs Allowance

1 Jan 15
£1,215

Paragraph 28(14) Laboratory / Workshop Technicians

City and Guilds Science Laboratory Technician's Certificate Allowance

1 Jan 15
£197

City and Guilds Laboratory Technician's Advanced Certificate Allowance

1 Jan 15
£144

Paragraph 32 London Weighting and Fringe Area Allowances £ Per Annum

Inner Fringe Area

1 Jan 15
£824

Outer Fringe Area

1 Jan 15
£573

Paragraph 35 Standby Duty Allowance - Social Workers (1)(a)(i) Allowance - Per Session

1 Jan 15
£27.35

FORMER MANUAL WORKER AGREEMENT (WHITE BOOK)

Section 1 Paragraph 3 London and Fringe Area Allowances £ Per Annum

Inner Fringe Area

1 Jan 15
£824

Outer Fringe Area

1 Jan 15
£573

Technical issues related to the non-consolidated payments

1. The payments are subject to the normal tax and national insurance requirements and are pensionable
2. The payments should be paid only to those employees who are in post on 1 December 2014. The payments are not 'back pay', so should not be paid to any employees who leave employment before 1 December
3. The payments should be paid on a pro-rated basis according to each council's established procedure for remunerating part-time employees
4. The payments should be paid to employees on SCPs 5, 6, 7, 8, 9 and 10 as indicated regardless of whether councils are already applying some form of Living Wage supplement
5. The payments should be paid to those on maternity leave whether in the paid or unpaid period at full rate (subject to appropriate pro-rating)
6. The payments should be paid to those on long-term sickness absence (even if on nil pay)
7. The payments should be paid at the relevant rate based on the current SCP at 1 December 2014, eg. an employee on SCP7 acting up to SCP12 should get the payment that applies to SCP12
8. The payments should be paid to those on adoption leave and parental leave
9. The payments should not be paid to employees on a career break at 1 December 2014
10. The payments do not apply to employees who are being paid above SCP49
11. If an employee has more than one contract, the payments should be paid pro-rata on each contract
12. Subject to any other exclusions, the payments should be paid to all employees whose pay is set in accordance with NJC for Local Government Services pay arrangements, regardless of whether they are on permanent or temporary contracts

Joint Negotiating Committee for Chief Officers of Local Authorities

**To: Chief Executives in England and Wales (N Ireland for information)
(copies for the Finance Director and HR Director)
Regional Directors
Members of the Joint Negotiating Committee**

2 February 2015

Dear Chief Executive,

CHIEF OFFICERS' PAY AGREEMENT 2014-16

Agreement has now been reached on rates of pay applicable from **1 January 2015**.

The individual salaries and salary scales of all officers within scope of the JNC for Chief Officers of Local Authorities should be increased by two per cent on guaranteed FTE basic salary¹ of £99,999² or less [as at 31 December 2014].

This pay agreement covers the period to 31 March 2016.

Yours faithfully,

Sarah Messenger
Brian Strutton

Joint Secretaries

cc Mike Short, UNISON

¹ 'Guaranteed FTE basic salary' should exclude other separately identified payments such as London area / fringe allowances or Returning Officer fees etc.

² The pay award applies only to those employees whose guaranteed FTE basic salary was £99,999 or less at 31 December 2014. The pay award should not be applied to the first £99,999 of salaries of £100,000 or more.

Employers' Secretary: Sarah Messenger Local Government Association Local Government House Smith Square London SW1P 3HZ info@local.gov.uk	Officers' Secretary: Brian Strutton GMB 22-24 Worples Road London SW19 4DD brian.strutton@gmb.org.uk
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	S.C.P.	<u>2.2% Increase</u> effective Jan 2015	
Grade			
1	5	£13,500	<i>deleted 01/10/15</i>
	6	£13,614	
2	7	£13,715	
	8	£13,871	
	9	£14,075	
	10	£14,338	
	11	£15,207	
3	12	£15,523	
	13	£15,941	
	14	£16,231	
	15	£16,572	
	16	£16,969	
	17	£17,372	
4	18	£17,714	
	19	£18,376	
	20	£19,048	
	21	£19,742	
	22	£20,253	
5	23	£20,849	
	24	£21,530	
	25	£22,212	
	26	£22,937	
	27	£23,698	
	28	£24,472	
6	29	£25,440	
	30	£26,293	
	31	£27,123	
	32	£27,924	
	33	£28,746	
	34	£29,558	
7	35	£30,178	
	36	£30,978	
	37	£31,846	
	38	£32,778	
8	39	£33,857	
	40	£34,746	
	41	£35,662	
	42	£36,571	
9	45	£39,267	
	46	£40,217	
	47	£41,140	
	48	£42,053	
	49	£42,957	
	50	£44,030	
10	51	£45,148	
	52	£46,259	
Snr Mgt	ADE1	£52,437	
	ADE2	£54,111	
	ADE3	£55,784	
	ADE4	£58,015	
DIR1	D1	£57,346	
	D2	£59,014	
	D3	£61,243	
	D4	£63,469	
DIR2	D4	£63,469	
	D5	£65,373	
	D6	£67,334	
DIR3	D7	£69,354	
	D8	£71,435	
	D9	£73,578	
Exec Dir	CD2	£77,944	
	CD3	£80,170	
	CD4	£82,400	
Chief Exec	100	£107,188	

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