

PAY POLICY STATEMENT

2026/27

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Contents

<u>1.0</u>	<u>Introduction and Purpose</u>	3
<u>2.0</u>	<u>Legislative Framework</u>	3
<u>3.0</u>	<u>Pay Determination and Pay Structure</u>	3
<u>4.0</u>	<u>Chief Officer Remuneration</u>	4
<u>5.0</u>	<u>Recruitment of Chief Officers</u>	5
<u>6.0</u>	<u>Additions to Salary of Chief Officers</u>	5
<u>7.0</u>	<u>Payments on Termination</u>	6
<u>8.0</u>	<u>Publication and Transparency</u>	6
<u>9.0</u>	<u>Lowest Paid Employees and Pay Multiple</u>	6
<u>10.</u>	<u>Conclusion</u>	7

1.0 Introduction and Purpose

- 1.1 This Pay Policy Statement is produced in accordance with Sections 38–43 of the Localism Act 2011 and the accompanying statutory guidance. It sets out the Council’s policies on the remuneration of chief officers, the remuneration of the lowest-paid employees, and the relationship between the two
- 1.2 Under section 112 of the Local Government Act 1972, the Council has the “power to appoint officers on such reasonable terms and conditions as the authority thinks fit”.
- 1.3 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 following:
 - 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 Panel responsible for ensuring the provisions set out in this statement are applied consistently throughout the Council and recommending any amendments to full Council.
- 1.2 This statement applies for the financial year 2026/27 and must be approved by Full Council and published on the Council’s website. The Council may amend this statement during the year by resolution of Full Council.

2.0 Legislative Framework

- 2.1 In determining remuneration for all employees, the Council complies with relevant employment law including the Equality Act 2010, Part-Time Workers Regulations 2000, Agency Workers Regulations 2010, and TUPE where applicable.
- 2.2 The Council ensures there is no pay discrimination and that all pay differentials are objectively justified using equality-proofed job evaluation methods.

3.0 Pay Determination and Pay Structure

- 3.1 Most roles are evaluated using the Council’s local job evaluation methodology, implemented in 2012. Salary grades align with the nationally

negotiated NJC pay spine. Other allowances follow national or local collective agreements.

- 3.2 The Council’s Remuneration Panel determines the grading and salary of the Chief Executive, Directors, and local grading positions, informed by an independent adviser.
- 3.3 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.
- 3.4 New appointments are normally appointed at the bottom of the grade unless market or recruitment considerations justify a higher starting point, in line with the Council’s Recruitment Policy.
- 3.5 From time to time and where external pay market pressures exist, the Council may apply objectively justified market supplements supported by transparent comparator data.

4.0 Chief Officer Remuneration

- 4.1 For the purposes of this statement, “chief officers” follow the statutory definition in Section 43 of the Localism Act. Roles include:
 - Chief Executive (Head of Paid Service)
 - Strategic Director for Corporate Resources (Deputy Chief Executive & S151 Officer)
 - Strategic Directors
 - Assistant Directors (Deputy Chief Officers)
 - Managers reporting directly to Strategic Directors or the Chief Executive
- 4.2 The salary ranges and number of staff for these positions is as follows:

POSITION	SALARY RANGE	NUMBER OF STAFF
Head of Paid Service (Chief Executive)	£120,873 - £131,861	1
Deputy Chief Executive (Chief Officer) and S151 Officer	£104,170 - £115,159	1
Strategic Directors (Chief Officers)	£87,907 - £98,896	2
Assistant Directors [Deputy Chief Officer] Monitoring Officer	£76,919 - £82,413	1
Assistant Directors [Deputy Chief Officer] Deputy S151 Officer	£74,337 - £79,831	1

Assistant Directors [Deputy Chief Officer]	£71,425 -£76,919	7
Other Managers	£49,282 - £50,269	1

NOTES

1. FTE Salary as at April 2026 (pay award pending)
2. Incremental progression is subject to satisfactory performance
3. Increments are paid every two years on 1 April.
4. Assistant Directors [Deputy Chief Officers] are those staff that report directly to Strategic Directors [Chief Officers]
5. Remuneration Noted includes any permanent additional allowances for statutory duties
6. Chief Executive also acts as Returning Officer for Elections for which additional fees are payable from time to time in line. These sums are not included in the above.

5.0 Recruitment of Chief Officers

- 5.1 Recruitment to Chief Officer roles follows the Council's Constitution, Recruitment & Selection Policy, Equal Opportunities Policy, and Redeployment Policy.
- 5.2 If recruitment at the designated grade is unsuccessful, and as with all roles, the Council may apply temporary market supplements in accordance with policy.
- 5.3 Where interim or consultancy arrangements are required, individuals may be engaged under contracts for services following appropriate procurement to ensure value for money.

6.0 Additions to Salary of Chief Officers

- 6.1 The Council does not apply any bonuses or performance related pay to its chief officers.
- 6.2 In addition to basic salary, set out below 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 fulfilment of duties;
 - Chief Executive – Fees for Returning Officer Duties are paid for by the responsible authority for where the candidate is being elected. In the case of

referendums, it is dependant on which responsible authority as called the referendum.

- Chief Officers or Deputy Chief Officers – may also be appointed as Deputy Returning Officers, by the Returning Officer, which is at the Returning Officers discretion. Deputy Returning Officers are paid a % of the Returning Officers fee, and the cost is reconciled as part of the election expenses.

7.0 Payments on Termination

7.1 The Council’s approach to statutory and discretionary payments on the termination of employment of chief officers, prior to reaching normal retirement age, is set out within its Discretions Policy Statement (copy available from Human Resources) in accordance with:

- Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006
- Local Government Pension Scheme Regulations 2007
- Local Government Pension Scheme Regulations 2013

8.0 Publication and Transparency

8.1 Upon approval, this statement will be published on the Council’s website. For any employee earning £50,000 or more, the Annual Statement of Accounts will publish:

- Salary, fees, and allowances (current and previous year)
- Bonuses (if applicable – not paid by this Council)
- Taxable expense allowances
- Compensation for loss of office
- Non-cash benefits

9.0 Lowest Paid Employees and Pay Multiple

9.1 The Council uses the NJC pay award which maintains a minimum salary above the national minimum wage.

9.2 As at 1 April 2026 (pay award pending), the lowest FTE salary on the Council’s main pay scale is £24,796 (excluding apprentices).

- 9.3 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 ratios of pay as at April 2026 are:
- Chief Executive to lowest-paid employee: 4.87:1
- 9.4 The Council monitors external pay markets and benchmarks data as appropriate.

10. Conclusion

- 10.1 This Pay Policy Statement complies fully with the statutory requirements of the Localism Act 2011 and associated guidance. It sets out all necessary information relating to the remuneration of chief officers, the lowest-paid employees, methods of pay determination, and transparency obligations.

