

**Name of meeting:** Personnel Committee/Full Council Meeting  
**Date:** 3<sup>rd</sup> March 2021 and 17<sup>th</sup> March 2021  
**Title of report:** Pay Policy Statement 2021/22

**Purpose of report**

To comply with the requirements of Sections 38 – 43 of the Localism Act 2011, that the authority produces a policy statement that covers matters concerning the pay of the authority's principal Chief Officers.

<b>Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?</b>	<b>Not Applicable</b>
<b>Key Decision - Is it in the <a href="#">Council's Forward Plan (key decisions and private reports?)</a></b>	<b>No – Not Applicable</b>
<b>The Decision - Is it eligible for call in by Scrutiny?</b>	<b>No</b>
<b>Date signed off by <u>Strategic Director</u> &amp; name</b>	Rachel Spencer-Henshall 19/2/2021
<b>Is it also signed off by the Service Director (Finance)?</b>	Eamonn Croston 3/2/2021
<b>Is it also signed off by the Service Director for Legal Governance and Commissioning?</b>	Julie Muscroft 19/2/2021
<b>Cabinet member <a href="#">portfolio</a></b>	<b>Cllr Shabir Pandor, Leader of the Council</b>

**Electoral wards affected:** All

**Ward councillors consulted:** All

**Public or private:** Public

**GDPR:** This report contains no information that falls within the scope of the General Data Protection Regulation.

## 1. Summary

- 1.1 Sections 38 – 43 of the Localism Act 2011 requires that the authority produce a policy statement that covers several matters concerning the pay of the authority's staff, principally Chief Officers. The attached policy statement appendices meet the requirements of the Localism Act.
- 1.2 Section 39 (1) of the Localism Act 2011 specifically include the requirement that a relevant authority's pay policy statement must be approved by a resolution of the authority before it comes into force, and as per Section 39 (3) of the Act, that each subsequent annual statement must be prepared and approved before the end of the 31 March immediately preceding the financial year to which it relates.

## 2. Information required to take a decision

- 2.1 The report is submitted to ensure that the Council complies with the requirements of Sections 38 – 43 of the Localism Act 2011. This requires the Council to produce an annual pay policy statement that covers matters concerning the pay of the authority's principal Chief Officers. It also requires a Council resolution to approve the annual statement before the end of the 31 March immediately preceding the financial year to which it relates.
- 2.2 This policy also has some connection with the data on pay and rewards for staff which the Authority publishes under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2015). This policy statement does not cover or include school staff and is not required to do so.
- 2.3 The proposed 2021/22 Pay Policy Statement is attached in more detail for Council approval as follows:

### Appendices

- Ai) Kirklees Pay Policy Statement 2021/22
- Aii) Remuneration of Chief Officers
- Aiii) Kirklees Council Single Status Grades and NHS – Public Health grades (1<sup>st</sup> April 2020) this will be subject to the national pay award consultations for 2021/22.
- Aiv) Range of Policies

## 3. Implications for the Council

- 3.1 Working with people  
N/A
- 3.2 Working with partners  
N/A
- 3.3 Place based working  
N/A

- 3.4 Improving outcomes for children  
N/A
- 3.5 There is sufficient revenue budgetary provision within the approved budget plans for 2021/22 to implement the attached 2021/22 pay policy statement.
4. **Next steps and timelines**  
Publish the Pay Policy Statement on the Council's Internet site, to meet the requirements of the Localism Act.
5. **Officer recommendations and reasons**  
Request that Personnel Committee note, and full Council approve the annual Pay Policy Statement attached to this report in accordance with the 2011 Localism Act.
6. **Cabinet portfolio holder's recommendations**  
That Personnel Committee note, and full Council approve the annual Pay Policy Statement for 2021-22
7. **Contact officer**  
Deborah Lucas – Head of People Services  
Margaret Lunn – Human Resources Partner, People Services
8. **Background Papers and History of Decisions**  
  
2020-21 Pay Policy Statement approved and published on the Council Website.  
Government Pay policy statement guidance: [Openness and accountability in local pay: supplementary guidance - GOV.UK](#)
9. **Service Director responsible**  
  
Rachel Spencer-Henshall – Strategic Director Corporate Strategy, Commissioning and Public Health