

Report to:	Full Council
Date:	20 May 2024
Title:	Annual Pay Policy Statement
Report of:	Director for Tourism, Culture and Organisational Development
Ward(s):	All
Purpose of report:	To present a Pay Policy Statement for the financial year 2024/25 for approval by Council.
Officer recommendation(s):	That the Council approves and recommends the updated Pay Policy Statement for publication on the Council's website.
Reasons for recommendations:	Sections 38-39 of the Localism Act 2011 require local authorities to adopt and publish a Pay Policy Statement.
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1 Introduction

- 1.1 The Localism Act 2011 places an obligation on relevant local authorities to be more accountable to the communities they serve.
- 1.2 Part 1, Chapter 8, of the Act requires the Council to prepare, approve and publish a Pay Policy Statement. The statement drafted for Lewes District Council is appended to this report (Appendix 1). The Council is required to keep the Statement up to date and it has now been reviewed to take account of the latest statistical data.
- 1.3 The revised version is presented to Council for consideration and approval. Once adopted, it will replace the current version on the Council's website.

2 Changes to the Pay Policy Statement

- 2.1 The 'pay multiple' is the ratio between the highest paid salary and the median average salary of the whole of the Council's workforce.
- 2.2 The lowest spinal column (scp) point we paid our permanent employees at 31 March 2024 is scp 3, which is £23,108 per annum. The median point at 31 March 2024 is £29,769. The Council's pay multiple for 2023/24 was 5.1840

which remains within the Council's aim to maintain a multiple no greater than 6 to 1 and is a reduction from 2022/23 which was 5.3.

3 Financial appraisal

- 3.1 The Pay Policy Statement is based on existing policies, procedures and a requirement of the Localism Act. Generally, pay increases are agreed as part of National negotiations of the National Joint Council, and assumptions on this are included in the budget as part of the annual budget setting process, so any increase in pay award is reflected in the budget each year.
- 3.2 The 2024/25 Pay Policy Statement sets out the pay policy of the Council and there are no financial implications arising directly from this report or as a result of publishing the Pay Policy Statement.
- 3.3 The Council Medium Term Financial Strategy has made provision for a national pay award, however further information is awaited regarding the specific details of any national pay award offer for 2024/2025.

4 Legal implications

- 4.1 This report reflects the requirements of sections 38-39 of the Localism Act 2011 with regard to pay accountability. The key requirements are that pay policy statements be:
- prepared for each financial year
 - approved by full council
 - published on the Council's website

Under section 40, the Council must, in performing its functions under sections 38-39, have regard to the guidance on openness and accountability in local pay issued by the Secretary of State.

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5 Risk management implications

- 5.1 The primary risk should the updated Pay Policy Statement not be updated is the breach to our regulatory responsibilities and commitments to staff with the potential for reputational damage.

6 Equality analysis

- 6.1 A 'No Relevance' report has previously been submitted to the Equalities and Fairness Planning Group.

7 Appendices

- Appendix 1 – Pay Policy Statement 2024/25

8 Background papers

Statutory guidance ['Openness and accountability in local pay: Guidance under section 40 of the Localism Act'](#)