

Pay Policy Statement

INTRODUCTION

The Council is required by Section 38(1) of the Localism Act 2011 to prepare pay policy statements. These statements must articulate the Authority's own policies towards a range of issues relating to the pay of its workforce, particularly its senior staff (or 'chief officers') and its lowest paid employees. Pay policy statements must be prepared for each financial year, beginning with 2012/13. They must be approved by full Council.

PAY POLICY FOR CHIEF OFFICERS

The Council defines its chief officers as being its Chief Executive, Strategic Directors and Heads of Service.

Salary

The policy appertaining to the salaries of Heads of Service and Strategic Directors was originally adopted by Gwynedd Council's full Council in October 2009 and subsequently in June 2012.

It is based on an independent report by the Hay Group and is based on their job evaluation scheme.

Strategic Directors' salary was set in 2009 just under the lower quartile of the National Public Sector Market, for jobs of this size (lower quartile means that 75% of the sector are paid more).

The majority of Heads of Service's posts salary was based in 2009 on the median of the National Public Sector Market, for jobs of this size (median means that 50% of the sector are paid more).

The post of Head of Education is set at the lower quartile for jobs of this size.

The re-rating of actual pay to the above benchmark levels will occur next in 2015/16

The Chief Executive's salary has been set in accordance with the scale of £100,536 - £108,264.

The Council does not pay any bonus payments or performance related pay to its Chief Officers.

The salaries of the Council's Chief Officers are available on the Council's website on the following link - www.gwynedd.gov.uk/employmentbenefits

LOWER PAID

The Council's pay policy for its remaining staff is based on the Council's equal pay policy and its collective agreement with the recognised trade unions as introduced on the 1st April 2008.

The Council defines its lowest paid, as spinal pay point 7 on the national pay scale as agreed by the National Joint Council.

The Council's pay structures are subject to equal pay audits.

The relationship between the remunerations of its Chief Officers and its other employees is designed to secure the ability of the Council to be able to recruit and retain the best suitable candidates to its various posts, whilst maintaining the differentials as defined by the job's evaluation scheme.

Local Election Duties

The Council's fees for payments to its Returning Officer and Deputy Returning Officer for election duties are included in Appendix 1.

Severance and Retirement

The Council's severance and retirement schemes are applied equally and fairly to all staff regardless of grade, age or gender and are implemented in accordance with the regulations of the relevant pension schemes. There are no exceptions for Chief Officers. The relevant policies are available on the Council's website on the following link - www.gwynedd.gov.uk/employmentbenefits

Redeployment

The Council does not have a policy which excludes former officers, who were in receipt of severance, redundancy or pension payments, from being re-employed.

The Council will however consider each candidate on their own merits and will appoint with a view of achieving the best efficiency for the service and best value for its ratepayers. Such appointment, if made, would be subject to any abatements stipulated in the Local Government Pension Scheme Regulations.

Appointment of New Chief Officer (Salary of £100,000 and above)

The Full Council approves the salary package of any such post prior to its recruitment.

APPENDIX 1

ELECTION PAYMENT SCHEME AS APPROVED BY GWYNEDD COUNCIL

Fees for the general conduct of the election and performance of all duties which a Returning Officer is required to perform under any order or other enactment relating to the election of Councillors		
Returning Officer and Deputy Returning officer Fees	Contested	Uncontested
Returning Officer	117.00	
For the general conduct of the election and performance of all duties which a Returning Officer is required to perform under any order or other enactment relating to the election of Councillors.)
)
For each Electoral Division, Community/Town Council, Community/Town Council Ward)
)
Deputy Returning Officer	80.00)
)
Specific duties to include attending to receive nomination papers, examining them and adjudicating on their validity; dealing with candidates; notifying candidates of decisions on nominations, publishing statements of persons nominated and attending to receive withdrawals and conducting the counts.)
)
For each Electoral Division, Community/Town Council, Community/Town Council Ward)
By-Elections		
In any by-election where a Deputy Returning Officer is employed to manage the count:		
For each Electoral Division, Community/Town Council, Community/Town Council Ward	32.00	

Chief Officers' Salaries

Chief Executive	£100,536 - £108,264
Strategic Directors x 3	£80,064 - £88,960
Head of Education	£67,960 - £75,511
Head of Customer Care, Democracy and Legal, Economy and Community, Finance, Highways & Municipal, Human Resources, Regulatory, Strategic & Improvement, Children & Supporting Families, Adults, Health and Wellbeing	£63,237 - £70,263
Head of Consultancy	£53,418 - £59,353