



Pay Policy Statement

2016-17

1st February 2016.

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1. BACKGROUND

1.1 Section 38 (1) of the Localism Act 2011 requires all local authorities in England and Wales to produce and publish a Pay Policy Statement for each financial year from 2012-13 onward, before 1st April each year.

1.2 Nottinghamshire County Council published its initial Pay Policy Statement in 2012/13 and has published regular annual updates, approved by Full Council, for every subsequent year.

1.3 The Department for Communities and Local Government (DCLG) Transparency Code 2014 replaced all previous Codes, adding to, but not replacing the requirements of the Localism Act.

1.4 The requirements of the Act and the Code do not extend to schools and the scope of the Council's Pay Policy Statement does not therefore extend to school based employees.

1.5 This updated Pay Policy Statement will be published on the Council's website as soon as possible following the agreement of Full Council and by 1st April 2016.

1.6 This Statement will be reviewed annually and amended as necessary to reflect the prevailing legislation at the time; with Full Council approval as required.

1.7 This Statement will be complied with on each occasion when the Council sets the terms and conditions for a new Chief Officer.

1.8 Unless otherwise stated the information and data in this Statement is current as at **1st February 2016**.

2. PURPOSE AND SCOPE:

2.1 The purpose of a Pay Policy Statement is to increase accountability in relation to payments made to senior employees in the public sector, in particular those in local authorities, by enabling public scrutiny.

2.2 The requirements of the Localism Act in respect of transparency about senior pay build on the Accounts and Audit (England) Regulations 2011 with which the County Council is also compliant. Published details of the remuneration of its Chief Executive and Corporate Directors can be found on the Council's public website.

2.3 The Localism Act requires that a Pay Policy Statement (PPS) must articulate the Council's own policies towards a range of issues relating to the pay of its workforce, in particular its Chief Officers, as defined by the Local Government and Housing Act 1989 and to its lowest paid employees.

2.4 The core requirements of the provisions of the Localism Act are that a Pay Policy Statement must set out the Authority's policies relating to senior salaries, remuneration and pay multiples, specifically:

- The remuneration of its lowest paid employees
- The definition used for this group and the reason for adopting this definition.
- The relationship between Chief Officer Remuneration and that of other staff
- The Pay Multiple relationship between the highest earnings and the lowest earnings and between the highest earnings and the median earnings figure for the whole authority workforce

2.5 The Act defines Chief Officer remuneration as the level and elements of remuneration for each Chief Officer (including salary, any bonuses/performance related pay, charges/fees/allowances, benefits in kind, enhancement to pension at termination).

2.6 The Transparency Code carries specific legal requirements to publish some organisation and salary information which include the following:

- The Pay Multiple must reflect a particular date in the year (in this case the Council's annual Pay Policy Statement update as at 1st February each year), and include all elements of remuneration, not just taxable earning, that is base salary, variable pay allowances and any bonuses or payments in kind, but excluding pension
- Clarification that median remuneration should be used in Pay Multiple information
- A list of the number of employees with remuneration above £50,000 in brackets of £5,000, with job title and the functions and services for which they are responsible.
- Any employees earning in excess of £150,000 must be named. In this Council this applies only to the post of Chief Executive and Deputy Director of Public Health.
- An up to date mandated organisation chart for the top 3 organisational tiers which is published on the Council's Public website.

2.7 All mandatory requirements of the relevant current legislation set out in both the Act and the Code, none of which extend to school based employees, have been reflected in the Council's updated Pay Policy Statement for 2016/17.

2.8 Nottinghamshire County Council's current Pay Policy Statement meets the mandatory requirements of both the Act and the Code and provides information on Nottinghamshire County Council's Pay and Conditions of Service for its Chief Officers in comparison to the majority of the workforce employed on Local Government Scheme (LGS) terms and conditions.

Specifically it covers the Council's policy on the following points:

- the level and elements of remuneration for each Chief Officer

- the remuneration of the Council’s “lowest paid employees”
- the relationship between the remuneration of Chief Officers and other officers
- other aspects of Chief Officers’ remuneration including remuneration on recruitment, increases and additions to remuneration, use of performance related pay and bonuses, termination payments.

2.9 This Pay Policy Statement includes all direct employees covered by the National Joint Council (NJC) for Local Government Services national agreement on pay and conditions of service and those covered by the Joint Negotiating Committee (JNC) conditions of service for Chief Executives and Chief Officers.

2.10 **Appendix 1** contains a structure chart of all Senior Employees (as defined by the Act), of the Council employed by the Council as at **1st February 2016**, that is:

- Chief Executive
- Corporate Directors
- Service Directors
- Group Managers and other senior posts reporting direct to a Corporate Director
- Public Health equivalents.

All of these senior employees are directly employed by the Council.

2.11 Nottinghamshire County Council’s Pay Policy Statement reflects the wide definition of “remuneration” within the relevant legislation. This includes not just pay but also pay awards, increments, additional contractual payments and allowances and enhancements but excludes pensions. The Council does not pay bonuses or benefits in kind to any of its employees.

3. ORGANISATIONAL CONTEXT:

3.1 As the largest employer in Nottinghamshire, the County Council’s ambition is to contribute to building a more prosperous local community by modelling good employment practice, including ensuring fairness in the way that it pays and rewards its existing and future employees.

3.2 The Council also wishes to be an attractive source of potential employment to job seekers across its community and is committed to using its resources to create meaningful and properly remunerated employment opportunities for local people.

3.3 The following information outlines the Council’s operating basis and general position in respect of employment, pay and conditions of service and is pertinent to the requirements of the Localism Act 2011 and the Transparency Code 2014.

3.4 Nottinghamshire continues to be the 10th largest local authority in England, with an estimated population of 801,400 (source: ONS mid 2014 population estimates).

3.5 The Council is still the largest employer in the county with a headcount of 8,826 directly employed permanent and temporary staff, as at 31st January 2016 (excluding those in schools), a significant proportion of whom directly provide a range of around 440 statutory and discretionary services to the people of Nottinghamshire.

3.6 For 2016/17 the Council's gross budget will be £1.2 billion of which £0.8 billion is for the direct running costs of service delivery and £0.4 billion relates to staffing costs. The Council's budget is financed by a combination of general income and grants £0.4 billion, formula grant £0.2 billion; dedicated schools grant £0.3 billion and Council tax £0.3 billion.

3.7 In order to meet the continuing budget challenges facing it the Council is reviewing and restructuring its services through the ongoing delivery of its major organisational transformation programme called "Redefining Your Council".

3.8 The Council's Chief Executive works within the national conditions of service covered by the JNC for Chief Executives. The four posts of Corporate Director are covered by the JNC for Chief Officers. Together with the Director of Public Health, who as at 1st February 2016 is on NHS Consultants terms and conditions, these posts constitute the Council's Corporate Leadership Team.

3.9 Public Health services in Nottinghamshire and Nottingham City came under the responsibility of the respective County and City Councils from 1st April 2013. Public health staff transferred from the health service to the respective Councils on their NHS terms and conditions of employment. Consultation is currently underway in respect of a revised Public Health structure.

3.10 Employees defined by the Localism Act as Chief Officers, including Service Directors, work within the national conditions of service covered by the JNC for Chief Officers. All other employees, other than a small number covered by national terms and conditions for Soulbury staff, Craft Workers or the JNC for Youth and Community Workers (whose pay is also determined through national bargaining), work within the national conditions for of service covered by the NJC for Local Government Employees.

4. DETERMINATION OF PAY AND TERMS AND CONDITIONS:

4.1 Nottinghamshire County Council continues to subscribe to national pay bargaining through the National Joint Council (NJC) on which the local government employers are represented by the Local Government Association (LGA).

4.2 The Council fully implemented “Single Status” in 2008. This term was designed by the national employers and trade unions to describe the equal treatment of all employees in respect of their pay, terms and conditions.

4.3 Arising from this the Council has an established pay and grading structure which is based on a “points to pay” relationship determined through a Job Evaluation process.

4.4 Job Evaluation:

4.4.1 The consistent evaluation of the relative value of job roles across the Council ensures a fair, open and transparent pay and reward structure that is affordable and compliant with Equal Pay legislation and Single Status requirements.

4.4.2 The County Council continues to use two job evaluation schemes to evaluate the work of its employees using trained in-house Job Analysts for all posts other than posts at Service Director level which are subject to an independent analysis by an external provider, the Hay Group.

- The “Hay” scheme:

4.4.3 This method of job evaluation was selected by the Council as it has been used extensively across the public sector and particularly in local government. It provides a coherent model to compare dissimilar jobs and the characteristics of different levels of work.

4.4.4 There are specific criteria for determining if the post should be evaluated using this scheme as outlined in **Appendix 5**.

4.4.5 If a job scores less than 175 points (band A) under the Hay scheme, the job will then be evaluated under the National Job Evaluation scheme and that score will determine the grade.

- National Job Evaluation (NJE) scheme:

4.4.6 The evaluated job score equates to a pay band on the Council’s Salary Scale which is attached as **Appendix 3**.

4.4.7 The Hay Group and NJE Job Evaluation Schemes will continue to be used to establish pay grades for all jobs covered by the NJC, including Service Directors.

4.4.8 A copy of the Council’s Grading Policy is attached as **Appendix 5**. The principles outlined in the policy and the schemes used have not changed.

4.5 Performance Related Pay:

4.5.1 Nottinghamshire County Council has not introduced Performance Related Pay. The Council has a Competency Framework which provides a standard set of behaviours applicable to all employees against key role descriptors at a range of levels, including Chief Officers. This assessment informs individuals' learning plans and supports effective service delivery but is not related to pay.

4.6 Pay awards and increases:

4.6.1 Nottinghamshire County Council adheres to national pay bargaining in respect of the national pay spine and any annual cost of living increase negotiated on the pay spine.

4.6.2 The Local Government national pay award for 2014 up to 31st March 2016 saw employees up to and on point 57 on the national pay spine awarded a 1% pay increase per annum from 1st January 2015 until 31st March 2016 and a non- consolidated, one off, lump sum payment (see chart at **Appendix 4**). This was applied to all employees below Service Director level in the structure (see **Appendices 1, 2 and 3**).

4.6.4 A 1% national pay award per annum was agreed for 2014-16 for Chief Officers (Service Directors and above) for salaries up to £99,999 applicable from 1st January 2015. This is reflected in the salary scale chart at **Appendix 3**.

4.6.5 Agreement was reached nationally to a 1% annual pay rise for Chief Executives of local authority's from 1 January 2015 to 31st March 2016; applicable only to those on a on guaranteed basic salary of £99,999 or less as at 31 December 2014. This therefore did not apply to the salary of this Council's Chief Executive whose salary, proportionate to the size and scope of the authority is £170,000, as set out in 5.1.1 below.

4.6.6 As part of its overall ambition to model good employment practice Nottinghamshire County Council formally adopted the "Living Wage" rate determined by the Living Wage Foundation for the U.K (outside London) from 1st April 2014. The current nationally set Living Wage Foundation rate of £8.25 per hour, applies to all of the Council's direct employees on spinal column point 12 or below on its current pay scale.

4.6.7 The Living Wage rate is paid as an allowance on top of existing pay rates, as the minimum basic rate of pay paid on the Council's pay spine, applied to all hours worked, including enhancements and overtime payments.

4.6.8 In addition, as part of its commitment to fair pay and stimulating local economic growth from 1st April 2014, the Council ensured that all young people placed within the authority as apprentices, and therefore outside of the

scope of the Living Wage Foundation rate, are paid the current national Minimum Wage rate for their age.

4.7 Incremental salary progression:

4.7.1 The Chief Executive and Corporate Directors are on fixed salaries. That is, no incremental progression applies.

4.7.2 The LGA do recommend that local authorities continue to pay contractual annual increments within their agreed pay bands. Nottinghamshire County Council has complied with this and all other employees receive contractual annual increments up to the maximum spinal column point of the evaluated salary band for their post.

4.8 Pensions:

4.8.1 The directly employed staff who are the subject of this Pay Policy Statement, including Chief Officers, are covered by the Local Government Pension Scheme. Employees who are members of the Local Government Pension Scheme (LGPS) pay contributions from their salary dependent on their actual earnings on a 9 band basis as set out in the LGPS Regulations in the table below:

Local Government Pension Scheme Member Contributions - Standard pay band table 2015 / 2016:

Band	Range	Contribution Rate
1	£0 - £13,600	5.5%
2	> £13,601 - £21,200	5.8%
3	> £21,201 - £34,400	6.5%
4	> £34,401 - £43,500	6.8%
5	> £43,501 - £60,700	8.5%
6	> £60,701 - £86,000	9.9%
7	> £86,001 - £101,200	10.5%
8	> £101,201 - £151,800	11.4%
9	>£151,800	12.5%

4.8.2 The pay band ranges are periodically reviewed.

4.8.3 Under current LGPS Regulations, from 1st April 2014, the standard employee contribution rate is assessed on actual pensionable pay, including non-contractual overtime. Those employees who have taken the 50/50 option allowable under the revised LGPS regulations 2014 will pay half of the contribution rate shown.

4.8.4 These provisions apply equally to Chief Officers whose salaries place them in the top 4 of the band ranges. If a member of the LGPS, the Chief Executive contributes 12.5% of their salary to their membership of the scheme.

4.8.5 As the employer the Council currently pays the balance of the cost of providing employee benefits in the LGPS. The employer's contribution rate is determined locally by the Actuary for the Nottinghamshire Pension Fund following a 3 yearly valuation. The Council's employer contribution to the pension of all employees at all levels is currently based on 19.55%. This will increase to 20% from 1st April 2016 for budgeting purposes. This takes into account the deficit created by the transfer of a large number of NCC staff to alternative service delivery models and joint ventures who will leave the Council's pension scheme.

4.8.6 Currently National Health Service terms and conditions apply to the Public Health employees who transferred into the County Council on 1st April 2013; these include a 7 tier contributory pension scheme under which employees currently contribute between 5 % and 14.5 % of their salary dependent on seniority as set out in the table below:

NHS Pension Scheme Member Contributions April 2016 – March 2019:

Contribution Rates before tax relief (gross)	Full-time pensionable pay/earnings used to determine contribution rate	Contribution rate (before tax relief) (gross) 1 April 2015 to 31 March 2019
Tier		
1	Up to £15,431.99	5%
2	£15,432.00 to £21,477.99	5.6%
3	£21, 478.00 to £26,823.99	7.1%
4	£26,824.00 to £47,845.99	9.3%
5	£47,846.00 to £70,630.99	12.5%
6	£70,631.00 to £111,376.99	13.5%
7	£111,377.00 and over	14.5%

Under the provisions of a Directions Order, Public Health Clinicians will be able to remain in the NHS.

4.9 Professional fees:

4.9.1 The professional fees of qualified Solicitors and Legal Executives and Architects employed by the Council are paid annually by the Council to enable them to continue to practice.

4.9.2 Payment of fees to cover the cost of registration with their professional body (HCPC) for Social Workers and Occupational Therapists are a matter of personal responsibility.

4.9.3 No professional fees are paid for any other employee groups, including Chief Officers.

4.10 Acting Up Allowances and Honoraria:

4.10.1 Nottinghamshire County Council's current policy on the payment of Acting Up Allowances and Honoraria is set out in **Appendix 7**. Such payments are only

made on an exception basis on the submission of a full business case, at the discretion of the appropriate Chief Officer.

4.11 Overtime and other additional payments:

4.11.1 In line with the NJC national agreement on pay and conditions of service, employees on spinal column point 28 (£24,472) and below are entitled to additional payments when required to work:

- on Saturday or Sunday
- on public holidays
- at night
- sleeping in duty
- split shifts
- beyond the full time equivalent hours for the week in question.

4.11.2 Members of the Corporate Leadership team are expected to be on call at all times as part of their duties and responsibilities and receive none of the additional payments available to other employees.

4.12 Car Leasing Scheme:

4.12.1 The Council's scheme (**Appendix 15**) applies to all employees including Chief Officers. At present no Chief Officers are using vehicles leased under the provisions of the scheme as indicated in **Appendix 2**

4.13 Payment of expenses:

4.13.1 Where claimed, expenses incurred by staff, including Chief Officers, in the course of carrying out their duties are paid in line with the Council's Travel and Accommodation Policy. This is part of the nationally agreed terms and conditions of service supplemented by the Council's local conditions as laid down in its policies on Travelling Allowances (**Appendix 12**), and Subsistence Allowance (**Appendix 13**). All expenses claimed by the Chief Executive and Corporate Directors are published on the County Council's website.

4.14 Pay Protection:

4.14.1 The Council's Pay Protection Policy was last reviewed as part of the package of changes to terms and conditions and associated policies implemented in April 2010 in response to budget pressures. A copy is attached as **Appendix 14**.

4.14.2 This policy is used in circumstances where the duties of a post change and following re-evaluation the grade for the post goes down and may also be applied in some circumstances where, to protect their ongoing employment, individuals are redeployed to a lower graded post.

4.14.3 All employees receive salary protection for a period of two years, but with salary being frozen at the point at which pay protection starts, i.e.,

employees will not receive any subsequent incremental increases or any annual cost of living pay awards. At the end of the protection period the employee reverts to the maximum spinal column point or spot point of the substantive grade of their post.

4.15 Redundancy compensation payments:

4.15.1 Contractual notice and redundancy pay in relation to a redundancy is as set out in the Council's policy on Redundancy and Early Retirement which currently applies to all employees of the Council, including Chief Officers **(Appendix 8)**. If the employee is aged 55 or over, under LGPS Regulations they can, by agreement, access their pension benefits without any reduction.

4.15.2 Local Authorities are able to grant, at their discretion, benefits in excess of the statutory provisions for payments to employees who cease their employment prematurely on the grounds of redundancy. Under the Equality Act 2010, Local Authorities are required to develop and publish their own policy on the award of any discretionary redundancy payments for loss of employment.

4.15.3 Nottinghamshire County Council has exercised this discretion to apply to all employees a multiplier of 1.65 on the statutory redundancy formula based on age and local government service, capped at 30 years reckonable service. A copy of Nottinghamshire County Council's current redundancy payment calculator is contained in **Appendix 9**.

4.15.4 Contractual redundancy payments are therefore calculated using the discretionary formula which already includes the statutory element. This allows up to 50 weeks actual salary (dependent on age and length of service) regardless of whether the individual is under or over 55 years of age or whether the individual concerned is in the LGPS pension scheme.

4.15.5 No other additional payments or enhancements are payable.

4.15.6 This policy currently applies to all direct employees, including Chief Officers.

4.16 Payment on retirement:

4.16.1 Employees may also leave the employment of the Council under the following types of termination:

Efficiency of the Service - As set out in the Council's policy on Redundancy and Early Retirement this provision would only be used in very exceptional circumstances.

Flexible Retirement - As set out in the Council's policy on Flexible Retirement **(Appendix 10)** employees may apply to access their pension from age 55 but remain working at the Council either on reduced pay or reduced hours. Due to

the associated Pension Strain costs this provision has not been applied to Chief Officers.

4.16.2 Under the terms of the LGPS Regulations employees may also retire on the basis of age:

Age Retirement - Under Pension Regulations employees, including Chief Officers, may automatically access their pension benefits, currently from age 60, when they leave employment. As permitted under the Employment Equality (Age) Regulations 2006, the Council does not operate a default retirement age whereby employees are dismissed at age 65.

Early Retirement - As set out in the Council's policy on Redundancy and Early Retirement, under LGPS regulations, employees can request access to their pension from age 55 with the Council's consent. An actuarial reduction will apply unless the Council chooses to waive this.

4.16.3 Re-engagement of former employees:

Nottinghamshire County Council's policy on the Re-employment and Re-engagement of Former Employees is set out in full in **Appendix 11** and currently applies to all employees, including Chief Officers. Where the former employee has previously received a voluntary or compulsory redundancy payment, part or all of the compensatory element of the redundancy payment may be recovered and abatement of pension could apply.

5. RELATIONSHIP BETWEEN HIGHEST AND LOWEST PAID EMPLOYEES:

5.1. Highest and lowest paid employees:

5.1.1 The Council's highest paid employee is its Chief Executive, Anthony May, who earns a fixed annual salary of £170,000. On the age retirement of the previous Chief Executive Full Council took a decision to reduce the salary for the post by £14,410.

5.1.2 For the purpose of this Pay Policy Statement, the definition of "Lowest Paid Employee" at Nottinghamshire County Council are employees on Grade 1 spinal column point 5. On the national pay spine this equates to £13,500, annual basic pay (£7.00 per hour) which exceeds the statutory National Minimum Wage, currently set at a maximum of £6.70 per hour for employees aged 21 years or over. The Council's current living wage allowance brings this rate up to £8.25 an hour.

5.1.3 The Council introduced the Payment of the Living Wage Allowance from 1st April 2014, based on the Living Wage Foundation rate. This benefitted just over 2,200 of its lowest paid direct employees living in some of the most deprived parts of the County. The subsequent implementation of nationally determined annual increases in this rate have bought the current lowest rate of pay offered for a substantive post at the Council to £8.25 per hour when the

living wage allowance is included. This is paid to all substantive employees on point 12 and below on the current pay spine.

5.2 Relationship between the Pay of the Highest and Lowest Earner:

5.2.1 When expressed as a multiplier of pay, the Chief Executive's salary as at 1st February 2016 is **10.68:1** greater than that of the Council's lowest earner when the Living Wage Allowance is included, compared to **13:1** as at 1st February 2015.

5.3 Median Pay of Workforce:

5.3.1 For the purpose of this Pay Policy Statement, Nottinghamshire County Council has updated this calculation to ensure it is compliant with the definition set out in the Local Government Transparency Code 2014 which includes all elements of taxable earnings for the 12 months February 2015 to January 2016, variable pay and allowances.

5.3.2 The Council does not pay bonuses or offer any benefits in kind.

5.3.3 As at 1st February 2016, the Council's Full Time Equivalent **Median pay** was: **£19,048** per annum (approx. spinal column point 20 on the Council's pay scale), compared to 18,576 as at 1st February 2015.

5.4 Pay Multiple:

5.4.1 As at 1st April 2016, the relationship between the Chief Executive's pay and that of the Council's median earner (£19,048) was **a ratio of 8.92:1, compared to 10:1 as at 1st February 2015.**

5.4.2 Nottinghamshire County Council does not currently have a policy of maintaining or reaching a specific pay multiple target, however the information set out in paragraph 5 above illustrates that the gap between the Council's highest and lowest earners has closed considerably in the year since 1st February 2015.

6. LEVEL AND ELEMENTS OF REMUNERATION OF CHIEF OFFICERS:

6.1 The definition of a Chief Officer adopted by the Act is, as defined by the Local Government and Housing Act 1989, any post that reports directly to the statutory Chief Officer, the Chief Executive. In the case of this Authority this currently applies to Corporate Directors, and those who report to them (Service Directors).

6.2 The pay of Chief Officers at Nottinghamshire County Council is determined by its democratically elected representatives through its Personnel Committee which, under current constitutional arrangements, has delegated authority from the County Council to make decisions on behalf of the Council relating to pay, terms and conditions (**see Appendix 16**)

6.3 Under current Constitutional arrangements, Chief Officer appointments are made by elected members on the Senior Staffing Sub Committee which is a sub-committee of the Personnel Committee. These Committees refer appointments in respect of the Chief Executive, Monitoring Officer and Section 151 Officer to Full Council as such appointments are subject to ratification by Full Council.

6.4 The comparative level of remuneration of each Corporate Director is decided on the basis of their particular accountabilities and responsibilities (including any statutory responsibilities) and the size of the job, taking into account the range of services provided the number of employees and the size of the population within their remit. This is supported by information from the Hay Group on median pay rates for comparative roles of a similar size in a range of public sector organisations across the country.

6.5 The table at **Appendix 2 (a)** sets out a comprehensive breakdown of all pay related terms and conditions offered to the County Council's senior employees, including Chief Officers, which are in line with those which apply to other members of staff.

6.7 In compliance with the Accounts and Audit (England) Regulations 2011 the detail of the remuneration of all members of the Chief Officers Leadership Team is also set out in the individual profiles on the Council's public website under "Council and Democratic - Council Structure - About Senior Officers and Pay Policy Statement".

6.8 In compliance with the Transparency Code 2014 this also now contains an up to date, as at 1st February 2016, senior structure chart with an associated pay table in bands of £5,000.

6.9 Statutory guidance to the Localism Act (section 40), requires that any severance packages for senior officers of, or above, £100,000 are approved by Full Council. No such payments have been made by the Council between 1st February 2015 and 31st January 2016.

6.10 Remuneration of Chief Officers on recruitment:

6.10.1 The starting salary of the Council's Service Directors falls within the pay band for their job, as set out in **Appendix 2 (a) and 3**, and is subject to annual incremental progression to the top point of the pay band.

6.10.2 The starting salary offered will not be more than the maximum of the pay band for the evaluated grade of the job unless another policy, such as Market Factor Supplements (**Appendix 6**), is applicable.

6.10.3 On appointment, a Chief Executive or Corporate Director will be appointed to the agreed fixed spot salary for their post.

6.11 Returning / Counting Officer's Fee:

6.11.1 In Nottinghamshire, the County Council's Chief Executive is the Chief Officer nominated as Returning Officer in charge of the running of Local, European, Parliamentary Elections and National Referenda. The Council does not govern the fee payable for these elections as it is funded by central government and is therefore not related to Nottinghamshire County Council's terms and conditions. The Chief Executive receives no additional remuneration for Returning Officer duties.

6.12 Deputy Chief Executive

6.12.1 The Council makes an additional payment of £416.67 per month, that is £5,000 per annum, (gross), to the Corporate Director appointed to undertake the additional duties involved in formally deputising for the Chief Executive. Currently this is the Corporate Director of Adult Social Care and Health and Public Protection.

6.13 Monitoring Officer's Fee:

6.13.1 The Council's Corporate Director, Policy Planning and Corporate Services currently fulfils the statutory obligations of the Monitoring Officer to ensure Nottinghamshire County Council, its officers, and its elected Councillors maintain the highest standards in all they do. The Monitoring Officer's legal basis is found in [Section 5 of the Local Government and Housing Act 1989](#); as amended by the Local Government Act 2000. This duty was taken into consideration in the evaluation of the salary of the Corporate Director Policy, Planning and Corporate Services post under the Hay Group Job Evaluation scheme. The post holder also undertakes the Monitoring Officer role to the Police and Crime Panel but receives no additional remuneration for this work. The Deputy Monitoring Officer is the Group Manager - Legal and Democratic Services.

6.14 Section 151 Officer

6.14.1 In Nottinghamshire County Council this responsibility under the local Government Act 1972 is undertaken by the Service Director Finance, Procurement and Improvement. This duty was taken into consideration in the evaluation of the salary of the Service Director Finance, Procurement and Improvement under the Hay Group Job Evaluation scheme. No separate payment is made for undertaking this function.

6.15 Public Health transfer

6.15.1 The Director of Public Health and his direct reports are currently on NHS pay and terms and conditions for Consultants (as listed in **Appendix 2 (b)**) on a transitional basis under Statutory Instrument for a period of two years

from the date of transfer, which was 1st April 2013. Following a review of the structure; it is intended that all public health posts in the new structure will be established on Council terms and conditions. This is currently the subject of consultation with the relevant staff and trades unions.

6.16 Payments to Chief Officers on ceasing to hold office or be employed by Nottinghamshire County Council:

6.16.1 To ensure accountability is maintained Under Part 6c of the Council's current Constitution (**Appendix 16**), under delegated powers from Full Council, the Senior Staffing Committee is responsible for the appointment and dismissal of and the taking of disciplinary action against senior employees. That is the Chief Executive, Corporate Directors and Service Directors, including the Monitoring Officer and Section 151 Officer.

6.16.2 The Council's payment to Chief Officers leaving the Council is made under the same types of termination and same rules as for other employees as set out in **section 4 above** and the relevant policies apply. Any such terminations are reported to Personnel Committee and published in the annual Statement of Accounts.

6.16.3 In compliance with the supplementary statutory guidance to the Localism Act (section 40), any severance packages for senior officers of or above £100,000 will be subject to approval by Full Council.

6.16.4 The Government's current proposals to introduce a cap on exit payments and regulate for their recovery where individuals re-enter public would further restrict these provisions and necessitate a review of current Council policy.

7. EMPLOYEES WHOSE REMUNERATION IS £50,000 OR ABOVE

7.1 In compliance with the new requirements of the Transparency Code 2014, a list of the number of employees with a total remuneration, including salary and allowances above £50,000, along with the job title and area of responsibility, is set out in **Appendix 2 b**. At 1st February 2016 the total number of employees in scope was **124**. Remuneration is expressed in brackets of £5,000, with job title and the functions and services for which they are responsible.

7.2 This list now includes a number of posts on national Soulbury terms and conditions of employment. It is intended that these posts will be subject to review during the period of this Pay Policy Statement.

Appendices:

See separate appendix.