

Pay Policy Statement 2023 – 2024

1st February 2024

CONTENTS:

- 1. Background**
- 2. Purpose and Scope**
- 3. Organisational context**
- 4. Determination of pay and terms and conditions**
- 5. Relationship between highest and lowest paid employees**
- 6. Level and elements of remuneration of Chief Officers**
- 7. Employees with a Total Remuneration of £50,000 or more**
- 8. Appendices:**

Appendix A- Nottinghamshire County Council's Organisational and Salary Information

- A (1): Nottinghamshire County Council Top Level Structure Chart February 2024
- A (2): Chief Officer Pay at Nottinghamshire County Council February 2024
- A (3): List of NCC Employees with Total Remuneration of £50,000 or more
- A (4): List and links to relevant policies
- A (5): NJC Pay Scale as at April 2023

1. BACKGROUND

- 1.1 Section 38 (1) of the Localism Act 2011 continues to require all local authorities in England and Wales to produce and publish a Pay Policy Statement for each financial year before 1 April each year.
- 1.2 The Department for Communities and Local Government (DCLG) Transparency Code 2015 replaced all previous Codes, adding to, but not replacing the requirements of the Localism Act.
- 1.3 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.
- 1.4 This updated Pay Policy Statement will be published on the Council's website as soon as possible following consideration by Full Council.
- 1.5 This Statement will be reviewed annually and amended as necessary to reflect the prevailing legislation at the time; with Full Council approval as required.
- 1.6 The information and data in this Statement is current as at 1st February 2024.

2. PURPOSE AND SCOPE

- 2.1 The purpose of a Pay Policy Statement is to provide 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 and 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 to reflect a particular date in the year (in this case the Council's annual Pay Policy Statement update is on 1st February each year), and include all elements of remuneration including earnings, that is, base salary, variable pay allowances and any bonuses or payments in kind, 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 grouped within 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 to the post of Chief Executive and the Corporate Director for Children and Families.
 - An up-to-date mandated structure chart for the top 3 organisational tiers which is published on the Council's Public website.
- 2.7 Nottinghamshire County Council's current Pay Policy Statement meets the mandatory requirements of both the Act and the Code. 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.
- 2.8 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.
- 2.9 **Appendix A (1)** contains a structure chart of all senior employees (as defined by the Act) as at 1st February 2024, that is:
- Chief Executive
 - Corporate Directors
 - Service Directors
 - Any Group Managers and other senior posts reporting directly to a Corporate Director
 - Director of Public Health.

All these senior employees are directly employed by the Council.

- 2.10 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 a major 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 fairly remunerated employment opportunities for local people.
- 3.3 The current labour market continues to be extremely challenging in some sectors, although it has recovered a little since this time last year. With the continued rise in cost of living we continue to see pay as a key factor for employees when taking a decision about whether to take up employment with or remain working for the County Council. This is affecting our ability to recruit and retain staff who provide vital services as they move to other Councils that are paying higher salaries, move away from the public sector or take on roles with agencies as they are paying a highly inflated hourly rate. Coupled with the ability to work remotely, retention is more difficult now that jobs all over the country are accessible through hybrid working.
- 3.4 Given the current context set out above, a resourcing and retention strategy has been developed with a comprehensive delivery plan. The activity that has been rolled out as part of this has seen some great improvements in our recruitment and retention since last year and goes some way to mitigate where we are not competitive for pay in the market. Pay continues to be an aspect of the work that we are continually reviewing, given the impact that staffing levels have on all areas of our service delivery.
- 3.5 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 current statutory requirements of the Localism Act and the Transparency Code.
- 3.6 Nottinghamshire is the 11th largest local authority in England, with an estimated population of around 824,823 (source: ONS 2021 census).
- 3.7 The Council remains amongst the largest employers in the county with a headcount of **7,511** directly employed permanent and temporary staff, as of 1st February 2024 (excluding those in schools), a significant proportion of whom directly provide more than 400 statutory and discretionary services to the people of Nottinghamshire.
- 3.8 The Council’s Chief Executive works within the national conditions of service covered by the JNC for Chief Executives. The three posts of Corporate Director are covered by the JNC for Chief Officers.

- 3.9 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 Southbury staff or the JNC for Youth and Community Workers (whose pay is also determined through national bargaining), work within the national conditions of service covered by the NJC for Local Government Employees.

4 DETERMINATION OF PAY AND TERMS AND CONDITIONS

- 4.1 Nottinghamshire County Council subscribes to the national pay bargaining framework 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. 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.

Job Evaluation

- 4.3 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 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 and above which are subject to an independent analysis by an external provider. The work of the internal analysts has been validated by the external provider, Korn Ferry Hay who have confirmed that the Hay scheme is being correctly applied.

The "Hay" scheme

- 4.5 This method of job evaluation was selected by the Council for more senior posts 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. There are specific criteria for determining if the post should be evaluated using this scheme.

National Job Evaluation (NJE) scheme

- 4.6 The National Job Evaluation Scheme was developed jointly by the National Joint Council for Local Government Services (NJC) to meet the requirements of Single Status legislation in an organisation delivering a wide range of services, such as a local authority. A key part of the process to achieve single status required all jobs within the scope of the Green Book to be graded on a common basis in accordance with equal pay legislation. The NJE scheme meets this requirement.

- 4.7 The evaluated job score equates to a pay band on the Council's Salary Scale. This has been updated to reflect the pay award and new pay spine from April 2019 onwards. It is correct as of 1 February 2024. The principles outlined in the policy and the schemes used have not changed.
- 4.8 The Hay Group and NJE Job Evaluation Schemes will continue to be used to establish pay grades for all jobs covered by the NJC.
- 4.9 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.

Pay awards and increases

- 4.10 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.
- 4.11 As part of the implementation of Job Evaluation, NCC's current pay grades were attached to the nationally determined pay scale from 1st April 2008. Employees progress through the pay bands within their evaluated grade by incremental annual progression.
- 4.12 The national pay award for the Chief Executive, Chief Officers and NJC employees has been agreed for the period 2023 – 2024. The pay award for the Chief Executive and Chief Officers was an increase of 3.50%. NJC employees received a flat increase of £1,925 across all pay points, or 3.88% whichever was the higher.
- 4.13 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 Living Wage rate is £12.00 per hour. This applies to all of the Council's direct employees on spinal column points 1-4 on its current pay scale. 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. The new rate applied from 1 November 2023.
- 4.14 The Chancellor confirmed in his Autumn Statement on 17 November that the National Living Wage rate on 1 April 2024 will be £11.44, from its current £10.42.
- 4.15 In addition, as part of its commitment to fair pay and stimulating local economic growth from 1st April 2014, the Council ensures that all Apprentices are paid the evaluated rate for the job. For those in supernumerary placements within the authority, they are paid the current age related national Minimum Wage rate for their age.

Incremental Salary Progression

- 4.16 The Chief Executive and Corporate Directors are on fixed salaries, which means that no incremental progression applies.

4.17 The LGA 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 continue to receive contractual annual increments up to the maximum spinal column point of the evaluated salary band for their post.

Pensions

4.18 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 2023/2024 (applies as at 1st February 2024).

Band	Actual pensionable pay for an employment	Contribution rate for that employment	
		Main section	50/50 section
1	Up to £16,500	5.5%	2.75%
2	£16,501 to £25,900	5.8%	2.9%
3	£25,901 to £42,100	6.5%	3.25%
4	£42,101 to £53,300	6.8%	3.4%
5	£53,301 to £74,700	8.5%	4.25%
6	£74,701 to £105,900	9.9%	4.95%
7	£105,901 to £124,800	10.5%	5.25%
8	£124,801 to £187,200	11.4%	5.7%
9	£187,201 or more	12.5%	6.25%

4.19 The pay band ranges are periodically reviewed.

4.20 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 will pay half of the contribution rate shown in return for a proportionate reduction on benefits. These provisions apply equally to Chief Officers whose salaries place them in the top 4 of the band ranges.

4.21 By law, workplace pension provisions are required to include an employer contribution. The Council's employer's contribution rate is determined locally by the Actuary for the Nottinghamshire Pension Fund following a 3-yearly valuation. Taking deficit into account, the Council's employer contribution to the pension of all employees at all levels is 21.5% from 1st April 2023, a slight decrease from the rate of 22.2% which had been in place since 1st April 2017.

4.22 Some employees are eligible to join the Teacher's Pension and we also have a number of staff who are on the NHS pension scheme which forms part of their transfer arrangements. Both schemes can be found on the relevant scheme websites.

Professional fees

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

4.25 Payment of fees to cover the cost of registration with their professional body (Social Work England, formerly Health Care Professionals Council) for Social Workers and Occupational Therapists are a matter of personal responsibility.

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

Acting-up Allowances and Honoraria

4.27 Nottinghamshire County Council's current policy on the payment of Acting-up Allowances and Honoraria sets out that payments are only made on an exceptional basis on the submission of a full business case, at the discretion of the appropriate Chief Officer.

Overtime and other additional payments

4.28 In line with the NJC national agreement on pay and conditions of service, employees on spinal column point 23 (£32,076) 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.

4.29 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.

Car Leasing Scheme

4.30 The Council's scheme 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 A (2)**. The scheme is currently the subject of a review and will be reflected in next year's Pay Policy Statement.

Payment of expenses

4.31 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, and Subsistence Allowance. All expenses claimed by the Chief Executive and Corporate Directors are published on the County Council's website.

Pay Protection

- 4.32 The Council's current Pay Protection Policy as at 1st February 2024 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.
- 4.33 All employees currently receive salary protection for a period of one year, with salary being frozen at the point at which pay protection starts, i.e., employees will not receive any subsequent incremental increase, or future annual cost of living pay award during the period of pay protection. 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. Where a period of pay protection has commenced and an annual cost of living pay award becomes effective from a date prior to the commencement of pay protection, the employee will receive pay arrears and the ongoing protected salary will be based on the increased spinal column point.
- 4.34 Any changes to the rates of pay included in this policy are subject to national negotiations and any changes will be reflected in next year's pay policy statement.

Redundancy compensation payments

- 4.35 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.
- 4.36 Local Authorities can 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.
- 4.37 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. This is set out in Nottinghamshire County Council's current redundancy payment calculator.
- 4.38 Contractual redundancy payments are therefore calculated using the discretionary formula which already includes the statutory element. This allows up to 40 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.
- 4.39 No other additional payments or enhancements are payable.

4.40 This policy currently applies to all direct employees, including Chief Officers. It is also the subject of negotiations with the recognised trades unions. Any further changes agreed will be reflected in the future Pay Policy Statements.

Payment on retirement

4.41 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 employees may apply for employer permission 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.

4.42 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 55 on an actuary reduced basis, 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 normally apply unless the Council chooses to waive this.

Re-engagement of former employees

4.43 Nottinghamshire County Council's policy on the Re-employment and Re-engagement of Former Employees (linked in **Appendix A4**) 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

Highest and lowest paid employees

5.1 The Council's highest paid employee is its Chief Executive, Adrian Smith, who, following the application of the national pay award for Chief Officers from April 2023 earns a fixed annual salary of **£196,745**.

- 5.2 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 2. On the national pay spine this equates to £22,366 annual basic pay (£11.59 per hour) which exceeds the age related statutory National Living Wage, currently set at a maximum of £10.42 per hour for employees aged 23 years or over. The Council's current Living Wage allowance reflects the Living Wage Foundation Living Wage Rate and brings its minimum pay rate up to £12.00 an hour for all employees.
- 5.3 As previously stated, the Council has paid a Living Wage Allowance from 1st April 2014, based on the Living Wage Foundation rate. This currently benefits 2,100 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 brought the current lowest rate of pay offered for a substantive post at the Council to **£11.59 per hour**. This Living Wage Allowance paid to all substantive employees on point 4 and below on the current pay spine, bringing their annual pay to **£23,151**.

Relationship between the Pay of the Highest and Lowest Earner

- 5.4 When expressed as a multiplier of pay, the Chief Executive's salary as at 1st February 2024 is 8.5:1 times greater than that of the Council's lowest earner when the Living Wage Allowance is included.
- 5.5 This ratio has seen a reduction over the last three years, falling from 10:1 in 2021, 9.9:1 in 2022 and 9.03:1 in 2023.

Median Pay of Workforce

- 5.6 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 inclusive of variable pay and allowances.
- 5.7 The Council does not pay bonuses or offer any benefits in kind.
- 5.8 From 1st February 2024 the Council's Full Time Equivalent basic **Median Pay**, that is the mid-point on the range of pay points, was: **£27,334** per annum (equating to spinal column point 14 on the Council's pay scale).

Pay Multiple

- 5.9 From 1st February 2024, the relationship between the Chief Executive's pay and that of the Council's median (mid-point), earner (£27,334), was a ratio of **7.2:1**.
- 5.10 This ratio has seen a reduction over the last three years, falling from 8.71:1 in 2021, 8.15:1 in 2022 and 7.48:1 in 2023.

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 Under current Constitutional arrangements, Chief Officer appointments are made by elected members on the Senior Staffing Committee. This Committee refers appointments in respect of the Chief Executive, Monitoring Officer and Section 151 Officer to Full Council as such appointments are subject to this ratification.
- 6.3 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 Korn Ferry on median pay rates for comparative roles of a similar size in a range of public sector organisations across the country. Further work on pay benchmarking is being progressed.
- 6.4 The table at **Appendix A (2)** 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.
- 6.5 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".
- 6.6 In compliance with the Transparency Code 2015 the **Appendix A (1)** contains an up to date, as at 1st February 2024, senior structure chart with an associated pay table at **Appendix A (3)** in bands of £5,000.
- 6.7 Statutory guidance to the Localism Act (section 40), requires that any severance packages for senior officers on, or above, £100,000 are approved by Full Council. For the period February 2023 to January 2024 no such payments have been made.

Remuneration of Chief Officers on recruitment

- 6.8 The starting salary of the Council's Service Directors falls within the pay band for their job, as set out in **Appendix A (2)** and is subject to annual incremental progression to the top point of the pay band.
- 6.9 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, is applicable.
- 6.10 On appointment, a Chief Executive or Corporate Director will be appointed to the agreed fixed spot salary for their post.

Returning / Counting Officer's Fee

- 6.11 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.

Monitoring Officer's Fee

6.12 The Council's Service Director – Customers, Governance and Employees 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 this Service Director post under the Hay 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 currently the Group Manager – Legal and Democratic Services.

Section 151 Officer

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

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

6.14 To ensure accountability is maintained Under section 11 of the Council's current Constitution, 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.

6.15 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 in the annual Statement of Accounts.

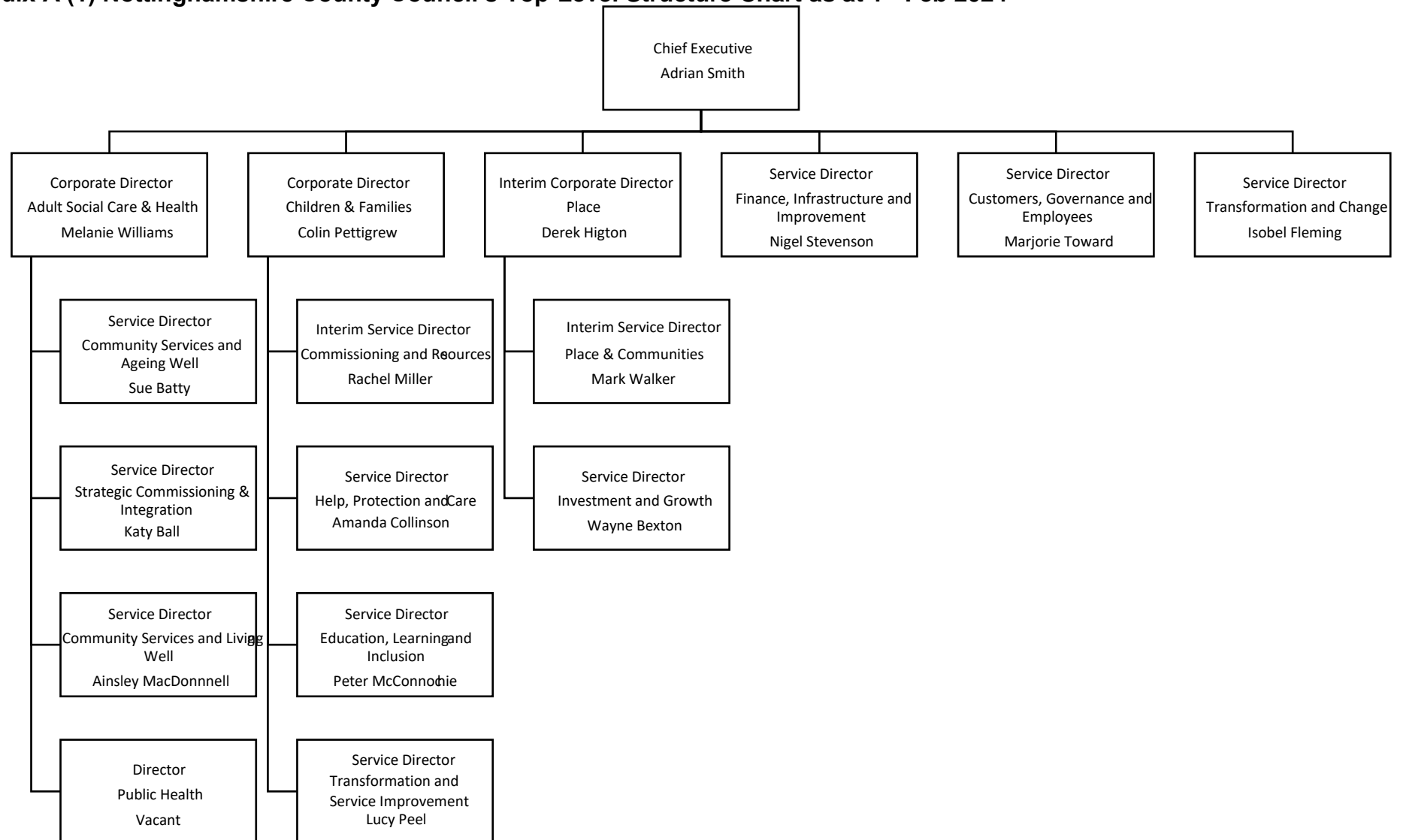
6.16 In compliance with the supplementary statutory guidance to the Localism Act (section 40), any severance packages for senior officers of £100,000 or more will be subject to approval by Full Council.

7 EMPLOYEES WHOSE REMUNERATION IS £50,000 OR ABOVE

7.1 In compliance with the 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 A (3)**. On 1st February 2024 the total number of employees in scope was

244. Remuneration is expressed in brackets of £5,000, with job title and the functions and services for which they are responsible.

Appendix A (1) Nottinghamshire County Council's Top-Level Structure Chart as at 1st Feb 2024



Appendix A (2): Chief Officer pay at Nottinghamshire County Council 1st February 2024

Chief Officer post (See structure chart at Appendix 1)	Current annual basic pay	Salary scale (see Appendix 3)	Increase and additions including any Honoraria or MFS	Bonuses	Benefits in kind	Increase / enhancements to pension	Amount payable at cessation of employment
Chief Executive (Head of Paid Service)	£196,745	CHIEF EXECUTIVE	Nil	Not applicable under single status agreement	Not applicable	Not applicable- LGPS provisions apply to all NCC staff (see section 4 of PPS)	As agreed, redundancy compensation provisions applicable to all NCC staff
Corporate Director Adult Social Care and Health	£141,035	CHIEF OFFICER					
Corporate Director Children & Families	£156,544	CHIEF OFFICER					
Corporate Director Place (interim)	£141,035	CHIEF OFFICER					
Service Director Finance Infrastructure & Improvement- Chief Executive's	£110,170	HAY BAND J					
Service Director Customers, Governance & Employees- Chief Executive's	£110,170	HAY BAND J					
Service Director Community Services Ageing Well- Adult Social Care and Health	£103,700	HAY BAND I					
Service Director Community Services Living Well- Adult Social Care and Health	£103,700	HAY BAND I					
Service Director Transformation and Change	£103,700	HAY BAND I					

Service Director Strategic Commissioning and Integration-Adult Social Care and Health	£101,542	HAY BAND I					
Director of Public Health-Adult Social Care and Health	Vacant	HAY BAND J					
Service Director Commissioning and Resources-Children & Families	£93,489	HAY BAND I					
Service Director Help, Protection & Care-Children & Families (interim)	£95,504	HAY BAND I					
Service Director Education, Learning & Inclusion-Children & Families	£95,504	HAY BAND I					
Service Director Transformation & Service Improvement-Children & Families	£81,841	HAY BAND H					
Interim Service Director Place & Communities-Place	£95,504	HAY BAND I					
Service Director Investment & Growth- Place	£103,700	HAY BAND I					

Appendix A (3)

NCC Employees with a total remuneration of £50,000 p.a. or greater as at 01/02/2024 (named as indicated where this exceeds £150,000 p.a.)

Job Title and area of responsibility	FTE Salary in band of £5000	Headcount
Chief Executive - Adrian Smith	£195,000 - £199,999	1
Corporate Director- Children & Families - Colin Pettigrew	£155,000 - £159,999	1
Corporate Director- Place (interim)	£140,000 - £144,999	1
Corporate Director- Adult Social Care and Health	£140,000 - £144,999	1
Service Director Finance Infrastructure & Improvement- Chief Executive's	£110,000 - £114,999	1
Service Director Governance & Employees- Chief Executive's	£110,000 - £114,999	1
Service Director Community Services and Ageing Well - Adult Social Care and Health	£100,000 - £104,999	1
Service Director Community Services and Living Well - Adult Social Care and Health	£100,000 - £104,999	1
Service Director Transformation & Change- Chief Executive's	£100,000 - £104,999	1
Service Director Investment & Growth- Place	£100,000 - £104,999	1
Service Director Strategic Commissioning & Integration- Adult Social Care and Health	£100,000 - £104,999	1
Deputy Director of Public Health- Adult Social Care and Health	£95,000 - £99,999	1
Service Director Help, Protection & Care- Children & Families	£95,000 - £99,999	1
Service Director Place & Communities- Place	£95,000 - £99,999	1
Service Director Education, Learning & Inclusion- Children & Families	£95,000 - £99,999	1
Service Director Commissioning and Resources- Children & Families	£90,000 - £94,999	1
Consultant in Public Health- Adult Social Care and Health	£85,000 - £89,999	4
Group Manager Legal Democratic Info Governance- Chief Executive's	£85,000 - £89,999	1
Service Director Transformation Improvement- Children & Families	£80,000 - £84,999	1
Consultant in Public Health- Adult Social Care and Health	£75,000 - £79,999	1
Group Manager Place Commissioning- Place	£75,000 - £79,999	1
Group Manager Young Peoples Service- Children & Families	£75,000 - £79,999	1
Group Manager Highways & Transport- Place	£75,000 - £79,999	1
Group Manager Early Childhood Services- Children & Families	£75,000 - £79,999	1
Group Manager Mid Notts Living Well- Adult Social Care and Health	£75,000 - £79,999	1
Group Manager Education Access & Partnership- Children & Families	£75,000 - £79,999	1
Group Manager Adoption East Midlands- Children & Families	£75,000 - £79,999	1
Group Manager Youth & Families- Children & Families	£75,000 - £79,999	1
Group Manager Catering & Facilities Management- Place	£75,000 - £79,999	1
Group Manager Procurement & Contract Management- Chief Executive's	£75,000 - £79,999	1
Group Manager - Property Asset Management- Place	£75,000 - £79,999	1

Head of Technology & Digital- Chief Executive's	£75,000 - £79,999	1
Group Manager Growth Infrastructure Development- Place	£75,000 - £79,999	1
Group Manager Transformation & Change- Chief Executive's	£75,000 - £79,999	1
Group Manager North Notts Living Well- Adult Social Care and Health	£70,000 - £74,999	1
Group Manager Mid Notts Ageing Well- Adult Social Care and Health	£70,000 - £74,999	1
Group Manager South Notts (Hospitals) Ageing Well- Adult Social Care and Health	£70,000 - £74,999	1
Group Manager Looked After Children & Regulated Services- Children & Families	£70,000 - £74,999	1
Group Manager South Notts Living Well- Adult Social Care and Health	£70,000 - £74,999	1
Group Manager Communications- Chief Executive's	£70,000 - £74,999	1
Group Manager Provider Services- Adult Social Care and Health	£70,000 - £74,999	2
Group Manager Educational Psychology Inclusion- Children & Families	£70,000 - £74,999	1
Group Manager South Notts Ageing Well- Adult Social Care and Health	£70,000 - £74,999	1
Group Manager Customers- Chief Executive's	£70,000 - £74,999	1
Group Manager Partnership, Provision & Governance- Children & Families	£70,000 - £74,999	1
Group Manager Integrated Childrens Disability- Children & Families	£70,000 - £74,999	1
Team Manager Education Improvement- Children & Families	£70,000 - £74,999	1
Education Adviser- Children & Families	£70,000 - £74,999	1
Group Manager Quality Assurance & Citizen Safety- Adult Social Care and Health	£65,000 - £69,999	1
Group Manager Assessment- Children & Families	£65,000 - £69,999	1
Group Manager District Child Protection- Children & Families	£65,000 - £69,999	1
Group Manager North Notts Ageing Well- Adult Social Care and Health	£65,000 - £69,999	1
Head of Human Resources- Chief Executive's	£65,000 - £69,999	1
EIA/NQT/T&L- Children & Families	£65,000 - £69,999	1
EIA Early Years and Traded Service- Children & Families	£65,000 - £69,999	1
EIA/Closing the Gaps- Children & Families	£65,000 - £69,999	1
Group Manager Fieldwork Services- Children & Families	£65,000 - £69,999	1
Acting Group Manager Financial Services- Chief Executive's	£65,000 - £69,999	1
Group Manager North Notts Living Well- Adult Social Care and Health	£65,000 - £69,999	1
Group Manager Placements & Commissioning- Children & Families	£65,000 - £69,999	1
Group Manager Maximising Independence Service- Adult Social Care and Health	£65,000 - £69,999	1
Head Teacher- Children & Families	£65,000 - £69,999	1
EIA/Assessment/L&M- Children & Families	£65,000 - £69,999	1
Group Manager Service Improvement (Mat Cover)- Adult Social Care and Health	£65,000 - £69,999	1
Transport & Travel Services Manager- Place	£65,000 - £69,999	1
Group Manager Business Services Centre- Chief Executive's	£65,000 - £69,999	1
Team Manager Principal Solicitor Litigation- Chief Executive's	£65,000 - £69,999	1
Senior Accountant- Chief Executive's	£65,000 - £69,999	1
Team Manager Principal Solicitor C & E Law- Chief Executive's	£65,000 - £69,999	1
Group Manager Business Support- Chief Executive's	£65,000 - £69,999	1
Group Manager Strategic Safeguarding- Children & Families	£65,000 - £69,999	1
Senior Public Health & Commissioning Manager- Adult Social Care and Health	£65,000 - £69,999	5
Manager Development & Partnerships- Place	£65,000 - £69,999	1

Team Manager Learning & Skills- Place	£65,000 - £69,999	1
Group Manager Service Improvement- Children & Families	£65,000 - £69,999	1
Team Manager Schools & Family Specialist Services- Children & Families	£65,000 - £69,999	1
Senior Educational Psychologist- Children & Families	£60,000 - £64,999	8
Senior Educational Psychologist (Temp)- Children & Families	£60,000 - £64,999	1
Group Manager Trading Standards & Communities- Place	£60,000 - £64,999	1
Group Manager Service Improvement- Adult Social Care and Health	£60,000 - £64,999	1
Senior Public Health & Commissioning Manager- Adult Social Care and Health	£60,000 - £64,999	4
Team Manager- Children & Families	£60,000 - £64,999	1
Education Improvement Advisor SEND- Children & Families	£60,000 - £64,999	1
Chief Technology Officer- Chief Executive's	£60,000 - £64,999	1
Group Manager Internal Audit & Risk Management- Chief Executive's	£60,000 - £64,999	1
Educational Psychologist- Children & Families	£60,000 - £64,999	10
Specialist Educational Psychologist- Children & Families	£60,000 - £64,999	1
Group Manager for Adult Safeguarding- Adult Social Care and Health	£60,000 - £64,999	1
Technical Advisor- Chief Executive's	£55,000 - £59,999	1
Senior Public Health & Commissioning Manager- Adult Social Care and Health	£55,000 - £59,999	2
Educational Psychologist- Children & Families	£55,000 - £59,999	10
Service Manager- Children & Families	£55,000 - £59,999	2
HRET Co-ordinator- Children & Families	£55,000 - £59,999	1
HRET Co-ordinators- Children & Families	£55,000 - £59,999	1
Assistant Head of the Virtual School- Children & Families	£55,000 - £59,999	2
Consultant EAL/A&E- Children & Families	£55,000 - £59,999	2
RR Teacher Leader- Children & Families	£55,000 - £59,999	1
Senior Executive Officer- Adult Social Care and Health	£50,000 - £54,999	1
Commissioning Manager- Adult Social Care and Health	£50,000 - £54,999	4
Senior HR Business Partner- Chief Executive's	£50,000 - £54,999	4
Senior Finance Business Partner- Chief Executive's	£50,000 - £54,999	4
Service Manager Family Service- Children & Families	£50,000 - £54,999	3
Service Manager Independent Chair Service- Children & Families	£50,000 - £54,999	1
Service Manager Independent Chair Service- Children & Families	£50,000 - £54,999	2
Early Help Unit Service Manager- Children & Families	£50,000 - £54,999	1
Service Manager Safeguarding- Children & Families	£50,000 - £54,999	2
Data Protection Officer- Chief Executive's	£50,000 - £54,999	1
Head of Architecture- Chief Executive's	£50,000 - £54,999	1
Competency Centre Team Manager- Chief Executive's	£50,000 - £54,999	1
Head of Product Delivery- Chief Executive's	£50,000 - £54,999	1
Team Manager Flood Risk Management- Place	£50,000 - £54,999	1
Team Manager- Children & Families	£50,000 - £54,999	3
Team Manager Admissions- Children & Families	£50,000 - £54,999	1
Children's Service Manager- Children & Families	£50,000 - £54,999	5
Schools' Senior HR Business Partner- Chief Executive's	£50,000 - £54,999	1
Principal Child & Family Social Worker- Children & Families	£50,000 - £54,999	1
Service Manager Fostering Service- Children & Families	£50,000 - £54,999	1

Principal Social Worker- Adult Social Care and Health	£50,000 - £54,999	1
Senior Solicitor (Litigation)- Chief Executive's	£50,000 - £54,999	3
Team Manager Health & Safety- Chief Executive's	£50,000 - £54,999	1
Team Manager Transport Planning & Prog Dev- Place	£50,000 - £54,999	1
Team Manager Facilities Management- Place	£50,000 - £54,999	1
Service Manager- Children & Families	£50,000 - £54,999	1
Service Manager Notts Outdoors- Children & Families	£50,000 - £54,999	1
Quality and Assurance Lead (Temp)- Adult Social Care and Health	£50,000 - £54,999	1
Team Manager Customer Service Operational- Chief Executive's	£50,000 - £54,999	1
Acting Payroll Manager- Chief Executive's	£50,000 - £54,999	1
Team Manager - Business Services- Place	£50,000 - £54,999	1
Team Manager Property Commissioning- Place	£50,000 - £54,999	1
Team Manager- Chief Executive's	£50,000 - £54,999	1
MASH Operations Manager- Children & Families	£50,000 - £54,999	1
Head of ICT Customer Support- Chief Executive's	£50,000 - £54,999	1
Head of Service Delivery, Gov & Standards- Chief Executive's	£50,000 - £54,999	1
Team Manager Democratic Services- Chief Executive's	£50,000 - £54,999	1
Service Manager Employment- Adult Social Care and Health	£50,000 - £54,999	1
Team Manager Document Services- Chief Executive's	£50,000 - £54,999	1
Service Manager (Secure Accommodation)- Children & Families	£50,000 - £54,999	1
SEND Strategic Development Lead (Temp)- Children & Families	£50,000 - £54,999	1
Service Manager Family Service- Children & Families	£50,000 - £54,999	1
Team Manager- Place	£50,000 - £54,999	3
Childrens Service Manager LAC- Children & Families	£50,000 - £54,999	1
ICDS Service Manager- Children & Families	£50,000 - £54,999	1
Service Manager Partnerships & Planning- Children & Families	£50,000 - £54,999	1
Strategic Early Years Manager- Children & Families	£50,000 - £54,999	1
Team Manager Directorate Providers- Children & Families	£50,000 - £54,999	1
Group Manager Performance & Contracts- Adult Social Care and Health	£50,000 - £54,999	1
C&YP Mental Health & Well Being Program Lead- Adult Social Care and Health	£50,000 - £54,999	1
Pensions Manager- Chief Executive's	£50,000 - £54,999	1
Senior WOD Business Partner- Chief Executive's	£50,000 - £54,999	2
Service Manager Children with Disabilities- Children & Families	£50,000 - £54,999	1
Children Services Manager- Children & Families	£50,000 - £54,999	1
Senior Solicitor (C&EL)- Chief Executive's	£50,000 - £54,999	1
Service Manager - Adoption Support- Children & Families	£50,000 - £54,999	1
Team Manager Property Safety & Facilities- Place	£50,000 - £54,999	1
Reading Consultant- Children & Families	£50,000 - £54,999	1
Educational Psychologist- Children & Families	£50,000 - £54,999	2
NCC Traffic Manager- Place	£50,000 - £54,999	1
Team Manager Community Services- Adult Social Care and Health	£50,000 - £54,999	1
LTP Manager- Place	£50,000 - £54,999	1
Childrens Service Manager- Children & Families	£50,000 - £54,999	2
Service Manager - Recruitment- Children & Families	£50,000 - £54,999	1
Team Manager Highways Development Control- Place	£50,000 - £54,999	1

Financial Services Team Manager- Chief Executive's	£50,000 - £54,999	1
Reablement Service Lead- Adult Social Care and Health	£50,000 - £54,999	1
Senior Executive Officer- Chief Executive's	£50,000 - £54,999	1
Senior Accountant- Chief Executive's	£50,000 - £54,999	1
Service Manager Independent Chair Service- Children & Families	£50,000 - £54,999	1
Transformation Delivery Team Manager- Chief Executive's	£50,000 - £54,999	1
Team Manager Residential & Nursing Care Services- Adult Social Care and Health	£50,000 - £54,999	1
Team Manager Strategy & Info- Place	£50,000 - £54,999	1
Supporting Families Children Service Manager- Children & Families	£50,000 - £54,999	1
Team Manager Contract Manager- Place	£50,000 - £54,999	1
Service Manager - LAC Placements- Children & Families	£50,000 - £54,999	1
Practice Lead Whole Family Safeguarding- Children & Families	£50,000 - £54,999	1
Acting Strategic Insight Unit Manager- Chief Executive's	£50,000 - £54,999	1
Childrens Service Manager - Assessment South- Children & Families	£50,000 - £54,999	1
Highways Network Manager- Place	£50,000 - £54,999	1
Service Lead Digital Data System process- Adult Social Care and Health	£50,000 - £54,999	1

Appendix A (4)

- Local Government Salary Scales 2022-2023 [PDF] – I have requested comms to rename this link to “Local Government Salary Scales 2023-2024” and amend to latest salary scales (attached)
- Grading policy –[intranet version](#) (updated October 2022)
- Process for Assessment and approval of Market Factor Supplements. [intranet version](#) (updated July 2017)
- Honoraria Payment – Matches [intranet version](#) (updated May 2022)
- Redundancy and Early Retirement –[intranet version](#) (updated September 2020)
- Flexible Retirement –[intranet version](#) (updated Jan 2022)
- Re-employment or Re-engagement of Former Employees –[intranet version](#) (Updated July 2011)
- Travelling Allowance – Very minor difference from [intranet version](#) need small update to paragraph 4.2. Reference to EUHC needs updating to Global Health card. I have requested comms to amend (attached)
- Subsistence Allowance –[intranet version](#) (updated July 2022)
- Pay protection –[intranet version](#) (updated April 2019)
- Car Leasing Scheme –[intranet version](#) (updated March 2013)
- Employment Procedure Rules –[intranet version](#) (updated May 2022)

Appendix A (5) – NJC and Chief Officers’ Pay Award 2023

	SCP	Apr 23	Monthly	Hourly 37
		Annual		
NJE Grade 1	2	£22,366	1,863.84	11.59
NJE Grade 2	2	£22,366	1,863.84	11.59
	3	£22,737	1,894.75	11.79
	4	£23,114	1,926.17	11.98
NJE Grade 3	5	£23,500	1,958.34	12.18
	6	£23,893	1,991.09	12.38
	7	£24,294	2,024.50	12.59
NJE Grade 4	8	£24,702	2,058.50	12.80
	9	£25,119	2,093.25	13.02
	10	£25,545	2,128.75	13.24
	11	£25,979	2,164.92	13.47
	12	£26,421	2,201.75	13.69
	13	£26,873	2,239.42	13.93
	14	£27,334	2,277.84	14.17
NJE Grade 5	15	£27,803	2,316.92	14.41
	16	£28,282	2,356.84	14.66
	17	£28,770	2,397.50	14.91
	18	£29,269	2,439.09	15.17
	19	£29,777	2,481.42	15.43
	20	£30,296	2,524.67	15.70
	21	£30,825	2,568.75	15.98
	22	£31,364	2,613.67	16.26
Hay Band A	23	£32,076	2,673.00	16.63
	24	£33,024	2,752.00	17.12
	25	£33,945	2,828.75	17.59
	26	£34,834	2,902.84	18.06
	27	£35,745	2,978.75	18.53
	28	£36,648	3,054.00	19.00
Hay Band B	28	£36,648	3,054.00	19.00
	29	£37,336	3,111.34	19.35
	30	£38,223	3,185.25	19.81
	31	£39,186	3,265.50	20.31

	32	£40,221	3,351.75	20.85
	33	£41,418	3,451.50	21.47
Hay Band C	33	£41,418	3,451.50	21.47
	34	£42,403	3,533.59	21.98
	35	£43,421	3,618.42	22.51
	36	£44,428	3,702.34	23.03
	37	£45,441	3,786.75	23.55
	38	£46,464	3,872.00	24.08
Hay Band D	36	£44,428	3,702.34	23.03
	37	£45,441	3,786.75	23.55
	38	£46,464	3,872.00	24.08
	39	£47,420	3,951.67	24.58
	40	£48,474	4,039.50	25.13
	41	£49,498	4,124.84	25.66
Hay Band E	41	£49,498	4,124.84	25.66
	42	£50,512	4,209.34	26.18
	43	£51,515	4,292.92	26.70
	44	£52,531	4,377.59	27.23
	45	£53,586	4,465.50	27.78
	46	£54,679	4,556.59	28.34
	47	£55,731	4,644.25	28.89
	48	£56,840	4,736.67	29.46
	49	£57,947	4,828.92	30.04
Hay Band F	50	£59,057	4,921.42	30.61
	51	£60,183	5,015.25	31.19
	52	£60,898	5,074.84	31.57
	53	£62,364	5,197.00	32.32
	54	£63,831	5,319.25	33.09
	55	£65,296	5,441.34	33.84
	56	£66,756	5,563.00	34.60
Hay Band G	57	£67,737	5,644.75	35.11
	58	£69,981	5,831.75	36.27
	59	£71,588	5,965.67	37.11
	60	£73,199	6,099.92	37.94
	61	£74,815	6,234.59	38.78
	62	£76,566	6,380.50	39.69

Hay Band H	63	£78,324	6,527.00	40.60
	64	£80,079	6,673.25	41.51
	65	£81,841	6,820.09	42.42
	66	£83,596	6,966.34	43.33
	67	£85,496	7,124.67	44.31
	68	£87,399	7,283.25	45.30

	69	£89,308	7,442.34	46.29
	70	£91,211	7,600.92	47.28
	71	£93,115	7,759.59	48.26

Hay Band I	72	£93,489	7,790.75	48.46
	73	£95,504	7,958.67	49.50
	74	£97,514	8,126.17	50.54
	75	£99,526	8,293.84	51.59
	76	£101,542	8,461.84	52.63
	77	£103,700	8,641.67	53.75

Hay Band J	75	£99,526	£8,293.84	£51.59
	76	£101,542	£8,461.84	£52.63
	77	£103,700	£8,641.67	£53.75
	78	£105,857	£8,821.42	£54.87
	79	£108,008	£9,000.67	£55.98
	80	£110,170	£9,180.84	£57.10