



Employment and Appointments Committee

Special Meeting	
Date:	Tuesday, 28 February 2012
Time:	6.00 pm
Venue:	Committee Room 3 - Wallasey Town Hall

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AGENDA

1. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members are asked to consider whether they have personal or prejudicial interests in connection with any item(s) on this agenda and, if so, to declare them and state what they are.

2. PAY POLICY STATEMENT 2012/13 (Pages 1 - 20)

3. ANY OTHER URGENT BUSINESS APPROVED BY THE CHAIR

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Agenda Item 2

WIRRAL COUNCIL

EMPLOYMENTS AND APPOINTMENTS COMMITTEE

28 FEBRUARY 2012

SUBJECT:	PAY POLICY STATEMENT 2012/13
WARD/S AFFECTED:	ALL
REPORT OF:	DIRECTOR OF LAW, HR AND ASSET MANAGEMENT
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR TOM HARNEY
KEY DECISION	YES

1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is for The Employment and Appointments Committee to note The Council's Pay Policy Statement for the financial year 2012/13.

2.0 RECOMMENDATION/S

2.1 It is recommended that The Employment and Appointments Committee:

- (i) Note The Council's Pay Policy Statement 2012/13.
- (ii) Note the proposed introduction of The Living Wage, subject to Cabinet approval.
- (iii) Note the responsibility of The Employment and Appointments Committee to ensure the provisions set out in the Pay Policy are applied consistently throughout the Council, and recommend any amendments to The Full Council.

3.0 REASON/S FOR RECOMMENDATION/S

3.1 The Council is required by Section 38 of The Localism Act 2011 to prepare a Pay Policy Statement for the financial year 2012/13, and each subsequent financial year.

3.2 The draft statutory guidance on The Localism Act 2011 recommends that a Committee be given responsibility to coordinate a collective review of the appropriateness of the Pay Policy Statement at least annually, and to make recommendation to The Full Council.

4.0 BACKGROUND

4.1 The Localism Act received Royal Assent on 15 November 2011. Chapter 8 of the Act refers to 'Pay Accountability' and sets out the requirements for Councils to determine and publish annual pay policy statements. The requirements of The Localism Act include:

- i. The Pay Policy statement to be approved by The Full Council, in advance of the financial year to which it relates.
- ii. The first Pay Policy Statement to be prepared for 2012/13.
- iii. The Pay Policy Statement to be published on the Council website.

4.2 The Pay Policy Statement is required to set out the Council's policies relating to the following:

- i. Chief Officer remuneration, including salary, allowances, and enhancements at termination.
- ii. Remuneration of its lowest paid employees.
- iii. The relationship between Chief Officer remuneration and that of other employees.

5.0. THE PAY POLICY STATEMENT

5.1. The Pay Policy Statement 2012/13, which meets the requirements of The Localism Act 2011, is attached at Appendix One for the consideration of The Employment and Appointments Committee.

5.2. The Pay Policy can be amended by resolution. This includes in-year amendments.

6.0. THE LIVING WAGE

6.1. Cabinet, on 21 July 2011 (minute 58) resolved that:

- Officers be requested to report to a future Cabinet meeting on the implications of bringing those Council employees earning below £7.20 per hour up to that level of pay (referred to as a living wage).

6.2 The proposed Pay Policy Statement 2012/13 includes a revised pay structure to take account of the Living Wage, and ensure all Council employees are paid at a rate equal to or higher than the Living Wage hourly rate of £7.20. By introducing the Living Wage, scp 4, 5, 6 and 8 of the Local Government Services (LGS) salary rates are deleted, and the entry level grade at Band A is scp 9 at £7.20 per hour, equivalent to £13,516 per annum. The current salary rates and the proposed salary rates are attached at Appendix Two and Appendix Three respectively.

6.3 The proposed change affects 38 employees who are employed on a casual basis at the current Band A (scp 4-6: £6.47 - £6.65 per hour) and 80 casual coaches who are currently paid at £6.88 per hour.. These employees will move to scp 9 at the new rate of £7.20 per hour.

6.4 The proposed change also affects 148 employees, including 88 casual employees who are paid at the current Band B (scp 8: £7.02 per hour). These employees will move to the scp 10 at the new rate of £7.39 per hour.

7.0 RELEVANT RISKS

- 7.1 The Council is required to prepare and approve its Pay Policy Statement 2012/13 before 31 March 2012. The Council will be at risk of not meeting the requirements of The Localism Bill 2011 if this is not achieved.

8.0 OTHER OPTIONS CONSIDERED

- 8.1 No other options were considered as The Pay Policy Statement is a requirement of The Localism Act 2011.

9.0 CONSULTATION

- 9.1 The Trade Unions have been invited to comment on The Council's Pay Policy Statement.

10. IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 10.1 There are no implications for voluntary, community or faith groups arising from this report.

11. RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

- 11.1 The cost of introducing The Living Wage is £28,200 including on-costs. The introduction of The Living Wage is subject to Cabinet approval.

12. LEGAL IMPLICATIONS

- 12.1 The Council is required to meet the requirements of The Localism Act 2011.

13.0 EQUALITIES IMPLICATIONS

- 13.1 The EIA for The Pay Policy is attached at Appendix Four.

- 13.2 Equality Impact Assessment (EIA)

(a) Is an EIA required? Yes

(b) If 'yes', has one been completed? Yes

14 CARBON REDUCTION IMPLICATIONS

- 14.1 There are no carbon usage implications or other relevant environmental issues arising from this report.

15. PLANNING AND COMMUNITY SAFETY IMPLICATIONS

15.1 There are no planning and community safety implications arising from this report.

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APPENDICES

Appendix One: The Pay Policy Statement 2012/13.
Appendix Two: The current Salary Rates
Appendix Three: The proposed Salary Rates
Appendix Four: The Pay Policy Statement EIA.

REFERENCE MATERIAL

There is no reference material for this report.

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Cabinet	21 July 2011



WIRRAL COUNCIL

PAY POLICY STATEMENT

2012 – 2013

DRAFT

1. Introduction and Purpose

- 1.1. Under section 112 of the Local Government Act 1972, the Council has the “power to appoint officers on such reasonable terms and conditions as authority thinks fit”. This Pay Policy Statement sets out the Council’s approach to pay policy in accordance with the requirements of Section 38 of the Localism Act 2011.
- 1.2. The purpose of the statement is to provide transparency with regard to the Council’s approach to setting the pay of its employees (excluding teaching staff working in local authority schools) by identifying:
 - The methods by which salaries of all employees are determined;
 - The detail and level of remuneration of its most senior staff i.e. ‘Chief Officers’, as defined by the relevant legislation;
 - The Employment and Appointments Committee responsibility for ensuring the provisions set out in this statement are applied consistently throughout the Council and recommending any amendments to the Full Council.
- 1.3. The Council will consult with the relevant Trade Unions in relation to this Pay Policy, before the Policy is considered by Full Council.
- 1.4. Once approved by the Full Council, this policy statement will come into immediate effect and will be subject to review on a minimum of an annual basis, the policy for the next financial year being approved by 31 March each year.
- 1.5. The Council may, by resolution, amend this Pay Policy, including after the beginning of the financial year to which it relates.

2. Other legislation relevant to pay and remuneration

- 2.1. In determining the pay and remuneration of all of its employees, the Council will comply with all relevant employment legislation. This includes legislation such as the Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000 and where relevant, the Transfer of Undertakings (Protection of Earnings) Regulations.
- 2.2. The Council ensures there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of job evaluation mechanisms, which directly establish the relative levels of posts in grades according to the requirements, demands and responsibilities of the role.

3. Pay Structure

- 3.1. The Council uses the nationally negotiated pay spine(s) (i.e. a defined list of salary points) as the basis for its local pay structure, which determines the

Appendix One

salaries of the large majority of its (non teaching) workforce. The Council's grading structure is attached at Appendix One.

- 3.2. The grading structure for Bands A to H (up to spinal column point (scp) 34) was implemented as part of the Council's Job Evaluation process in August 2008, using the National Joint Council for Local Government Services (NJC) Job Evaluation Scheme.
- 3.3. The current salary rates came into effect on 1 April 2009. There has been no national annual pay award to any group of staff since April 2009.
- 3.4. Where a nationally negotiated pay spine does not apply, the Council will determine the salary rate through local negotiation.
- 3.5. The Council adopts the national pay bargaining arrangements in respect of the establishment and revision of the national pay spine, for example through any agreed annual pay increases negotiated with joint trade unions.
- 3.6. All other pay related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery.
- 3.7. In determining its grading structure and setting remuneration levels for any posts which fall outside the scope of the national pay bargaining arrangements, the Council takes account of the need to ensure value for money in respect of the use of public expenditure, balanced against the need to recruit and retain employees who are able to meet the requirements of providing high quality services to the community, delivered effectively and efficiently and at times at which those services are required within a fair, transparent and equality proofed framework.

3.8. Variations to pay grade

- 3.8.1. From time to time it may be necessary to take account of the external pay levels in the labour market in order to attract and retain employees with particular experience, skills and capacity. Where necessary, the Council will ensure the requirement for such is objectively justified by reference to clear and transparent evidence of relevant market comparators, using data sources available from within the local government sector and outside, as appropriate.
- 3.8.2. Any temporary supplement to the salary scale for the grade is approved in accordance with The Council's Honoraria Policy, or any applicable market rate supplement policies.

3.9. Job Evaluation

- 3.9.1. The Council has completed stage one of Job Evaluation, which includes up to scp 34: £28,636.
- 3.9.2. The Council has completed stage two of Job Evaluation, which includes Schools based employees, up to scp 34.

Appendix One

- 3.9.3. Stage one and two have been undertaken using the NJC Job Evaluation Scheme.
- 3.9.4. Stage three and four of Job Evaluation, which includes all salary rates over scp 34, are being undertaken using The Hay Group Scheme, with a view for completion by June 2012.

3.10. The Living Wage

- 3.10.1. Living Wage rates are based on Minimum Income Standards methodology and seek to take account of real living costs for essential goods and services. The current Living Wage rate for outside London is £7.20 per hour.
- 3.10.2. Following a Council resolution, The Cabinet, on 21 July 2011, agreed that arrangements should be made to ensure all Council employees are paid at a rate equal to or higher than the Living Wage. The provision for the Living Wage will be kept under review.
- 3.10.3. The NJC for Local Government Services (NJC) salary rates for 2011 include spinal column points 4, 5, 6 in Band A and scp 8 in Band B, below the Living Wage hourly rate. From 1 April 2012, the Council has set Band A at scp 9, at a locally agreed rate of £7.20, and Band B to scp 10 and 11, as shown at Appendix One.
- 3.10.4. By introducing the Living Wage, scp 4, 5, 6 and 8 are deleted, and the entry level grade is scp 9 at £7.20 per hour, equivalent to £13,516 per annum.
- 3.10.5. Employees paid at Band B scp 8 as at 1 April 2012 will move to scp 10.

3.11. New Appointments

- 3.11.1. New appointments will normally be made at the minimum scp of the relevant pay scale for the grade. Where the candidate is already on or above the minimum scp of the relevant pay scale, the appointment will normally be made at the same scp.
- 3.11.2. The appointment salary can be varied in exceptional circumstances with the approval of The Head of Human Resources and Organisational Development.

3.12. Progression through pay grades

- 3.12.1. An employee's progression through the increments of a particular pay grade are linked to length of service. Increments are awarded on 1 April each year, or for new appointments between 1 October and 31 March, six months from start date.

Appendix One

- 3.12.2. The arrangements and factors considered in determining an individual's progression through different pay grade are determined by experience, skills and qualifications as set out in the relevant Job Description.

4. Senior Management Remuneration

- 4.1. For the purposes of this statement, senior management means 'Chief Officers' as defined within the Localism Act. The posts falling within the statutory definition are set out in '*The Code of Recommended Practice for Local Authorities on Data Transparency ('the data transparency code')*'.
- 4.2. The Council's grading structure for Chief Officers is attached at Appendix Two, and includes:

Chief Executive

The salary falls within a range of 5 incremental points between £121,807, rising to a maximum of £135,341.

Deputy Chief Executive

The salary range of 5 incremental points between £109,626 to a maximum of £121,807 and is set at 90% of the Chief Executive grade.

Chief Officer / Directors

The salary package of posts designated as Chief Officers or Directors fall within a range of 5 incremental points between £101,564 rising to a maximum of £112,849.

Deputy Chief Officer/Director

The salary package of posts designated as Deputy Chief Officers or Deputy Directors fall within a range of 5 incremental points between £76,173 rising to a maximum of £84,637 and is set at 75% of the Chief Officer grade.

Head of Service

The salary package of posts designated as Head of Service fall within a range of 5 incremental points between £66,017 rising to a maximum of £76,173 and is set at 65% of the Chief Officer grade.

5. Recruitment of Chief Officers

- 5.1. The Council's policy and procedures with regard to recruitment of Chief Officers is set out in Part Four of The Council's Constitution. The appointment of Chief Officers and Deputy Chief Officers is delegated to The Employment and Appointments Committee as set out in Part Three of The Council's Constitution.
- 5.2. When recruiting to all posts the Council will take full and proper account of all provisions of relevant employment law and its own Equal Opportunities, Recruitment and Selection and Redeployment Policies as approved by Council.

Appendix One

5.3. The determination of the remuneration to be offered to any newly appointed Chief Officer will be in accordance with the pay structure and relevant policies in place at the time of recruitment.

5.4. In line with guidance under The Localism Act, proposed appointments to posts with remuneration exceeding £100, 000 will be subject to a vote at Full Council.

6. Additions to Salary

6.1. With the exception of progression through the incremental scale of the relevant grade being subject to satisfactory performance, which is assessed on an annual basis, the level of remuneration is not variable dependent upon the achievement of defined targets.

6.2. To meet specific operational requirements it may be necessary for an individual to temporarily take on additional duties to their identified role. The Council's applies the relevant national conditions of service for additional remuneration (e.g. honoraria, ex gratia, 'acting up'), unless this has been locally negotiated, e.g. The Harmonisation Agreement, implemented in August 2008.

6.3. In addition to basic salary, the following posts receive additional pay as set out below:

Post / Tier of post	Payment details
Chief Executive or nominated Chief Officer (currently Director of Law, HR and Asset Management)	Returning Officer duties: <ul style="list-style-type: none">• National statutory amount for Parliamentary/National Elections.• Locally determined amount in accordance with national guidance for Local Government Elections.
All eligible employees	Lump Sum or Lease Car Allowances
All eligible employees	Mileage Rates
All eligible employees	Salary supplements or additional payments for undertaking additional responsibilities such as shared service provision with another local authority or in respect of joint bodies, where identified and paid separately.
All eligible employees	Any arrangements for payment of untaken annual leave falling outside the requirements of relevant legislation.
Eligible Social Workers	Golden Hello: one off payment of £2,000

7. Pension Contributions

Appendix One

- 7.1. The employer's pension contribution is required to be published under S7 of the Accounts and Audit Regulations 2011.
- 7.2. Where employees have exercised their statutory right to become members of the Local Government Pension Scheme, the Council is required to make a contribution to the scheme representing a percentage of the pensionable remuneration due under the contract of employment of that employee.
- 7.3. The rate of contribution is set by Actuaries advising Merseyside Pension Fund and reviewed every three years in order to ensure the scheme is appropriately funded. The current rate, set for 2011/12 is 17.6%.

8. Payments on Termination

- 8.1. The Councils approach to statutory and discretionary payments on termination of employment for all employees, including Chief Officers, prior to reaching normal retirement age, is set out within the Council's Retirement Policy.
- 8.2. The Council adopts a policy of applying an enhanced scheme for redundancy, with a maximum of 66 weeks actual pay (uncapped), depending on age and length of service, in accordance with the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) regulations 2006. The details are set out in the Council's Retirement Policy

9. Lowest Paid Employees

- 9.1. The lowest paid persons employed by the Council are employed on full time (36 hours) equivalent salaries in accordance with spinal column points 9 (Band A) of the Council's grading structure (locally agreed). The grading structure takes account of the Living Wage hourly rate (see section 3 above). As at 1 April 2012, this is £13,516 per annum, subject to local pay award.
- 9.2. The Council employs Apprentices which are not considered within the definition of 'lowest paid employees' as they are employed under a training contract, starting at minimum wage, with pay progression routes available.
- 9.3. The relationship between the rate of pay for the lowest paid and Chief Officers is determined by the processes used for determining pay and grading structures as set out earlier in this policy statement.
- 9.4. The current pay levels within the Council define the multiple between the average full time equivalent (FTE) earnings and the Chief Executive as 1: 5.84.
- 9.5. The current pay levels within the Council define the multiple between the lowest paid employee full time equivalent (FTE) earnings and average Chief Officer earnings as 1: 6.06.
- 9.6. The current pay levels within the Council define the multiple between the average FTE earnings and the average of Chief Officer earnings as 1: 3.53.

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9.7. As part of its overall and ongoing monitoring of alignment with external pay markets, both within and outside the sector, the Council will use available benchmark information as appropriate. In addition, upon the annual review of this statement, the Council will also monitor any changes in the relevant 'pay multiples' and benchmark against other comparable local Authorities.

10. Accountability and Decision Making

10.1. In accordance with The Constitution of the Council, The Employment and Appointments Committee is responsible for decision making in relation to the recruitment, pay, terms and conditions and severance arrangements in relation to employees of the Council.

11. Re-employment / Re-engagement of Employees

11.1. The Council will not re-employ any former employees that have left the Council with an enhanced retirement package or under the Voluntary Severance Scheme, except in exceptional circumstances and with the approval of The Head of Human Resources and Organisational Development and The Director of Finance.

LGS SALARY RATES (ESTIMATE WITH EFFECT FROM 1.04.2009)

SCP	Band	Full Time Salary	Job Share Salary	Monthly	Weekly	36	37 (Not Harm)	35	Paw Award		
									Pay Award	All Pts	Extra %
4	A	£12,145	6,072.50	1,012.08	232.92	6.4699	6.2951	6.6548	Min £	1.00%	0.25%
5		£12,312	6,156.00	1,026.00	236.12	6.5589	6.3816	6.7463		0	0.25%
6		£12,489	6,244.50	1,040.75	239.52	6.6532	6.4734	6.8433		0.25%	
7	B	£12,787	n/a	n/a	245.23	6.8119	6.6278	7.0066		0.25%	
8		£13,189	6,594.50	1,099.08	252.94	7.0261	6.8362	7.2268	0.25%		
9		£13,589	n/a	n/a	260.61	7.2392	7.0435	7.4460	0.25%		
10	C	£13,874	6,937.00	1,156.17	266.08	7.3910	7.1913	7.6022		0.25%	
11		£14,733	7,366.50	1,227.75	282.55	7.8486	7.6365	8.0729			
12		£15,039	7,519.50	1,253.25	288.42	8.0116	7.7951	8.2405			
13	D	£15,444	7,722.00	1,287.00	296.19	8.2274	8.0050	8.4625			
14		£15,725	7,862.50	1,310.42	301.58	8.3771	8.1507	8.6164			
15		£16,054	8,027.00	1,337.83	307.88	8.5524	8.3212	8.7967			
16	E	£16,440	8,220.00	1,370.00	315.29	8.7580	8.5213	9.0082			
17		£16,830	8,415.00	1,402.50	322.77	8.9658	8.7234	9.2219			
18		£17,161	8,580.50	1,430.08	329.12	9.1421	8.8950	9.4033			
19	F	£17,802	8,901.00	1,483.50	341.41	9.4836	9.2272	9.7545			
20		£18,453	9,226.50	1,537.75	353.89	9.8304	9.5647	10.1112			
21		£19,126	9,563.00	1,593.83	366.80	10.1889	9.9135	10.4800			
22	G	£19,621	9,810.50	1,635.08	376.29	10.4526	10.1701	10.7512			
23		£20,198	10,099.00	1,683.17	387.36	10.7600	10.4692	11.0674			
24		£20,858	10,429.00	1,738.17	400.02	11.1116	10.8113	11.4290			
25	H	£21,519	10,759.50	1,793.25	412.69	11.4637	11.1539	11.7912			
26		£22,221	11,110.50	1,851.75	426.16	11.8377	11.5177	12.1759			
27		£22,958	11,479.00	1,913.17	440.29	12.2303	11.8997	12.5797			
28	P01	£23,708	11,854.00	1,975.67	454.67	12.6298	12.2885	12.9907			
29		£24,646	12,323.00	2,053.83	472.66	13.1295	12.7747	13.5047			
30		£25,472	12,736.00	2,122.67	488.50	13.5696	13.2028	13.9573			
31	P02	£26,276	13,138.00	2,189.67	503.92	13.9979	13.6195	14.3978			
32		£27,052	13,526.00	2,254.33	518.81	14.4113	14.0218	14.8230			
33		£27,849	13,924.50	2,320.75	534.09	14.8358	14.4349	15.2597			
34	P03	£28,636	14,318.00	2,386.33	549.18	15.2551	14.8428	15.6910			
35		£29,236	14,618.00	2,436.33	560.69	15.5747	15.1538	16.0197			
36		£30,011	15,005.50	2,500.92	575.55	15.9876	15.5555	16.4444			
37	P04	£30,851	15,425.50	2,570.92	591.66	16.4351	15.9909	16.9047			
38		£31,754	15,877.00	2,646.17	608.98	16.9161	16.4589	17.3995			
39		£32,800	16,400.00	2,733.33	629.04	17.4734	17.0011	17.9726			
40	P05	£33,661	16,830.50	2,805.08	645.55	17.9320	17.4474	18.4444			
41		£34,549	17,274.50	2,879.08	662.58	18.4051	17.9077	18.9310			
42		£35,430	17,715.00	2,952.50	679.48	18.8744	18.3643	19.4137			
43	P06	£36,313	18,156.50	3,026.08	696.41	19.3448	18.8220	19.8975			
44		£37,206	18,603.00	3,100.50	713.54	19.8205	19.2849	20.3868			
45		£38,042	19,021.00	3,170.17	729.57	20.2659	19.7182	20.8449			
46	P07	£38,961	19,480.50	3,246.75	747.20	20.7555	20.1945	21.3485			
47		£39,855	19,927.50	3,321.25	764.34	21.2317	20.6579	21.8384			
48		£40,741	20,370.50	3,395.08	781.33	21.7037	21.1171	22.3238			
49	P08	£41,616	20,808.00	3,468.00	798.12	22.1699	21.5707	22.8033			
50		£42,320	21,160.00	3,526.67	811.62	22.5449	21.9356	23.1890			
51		£43,038	21,519.00	3,586.50	825.39	22.9274	22.3077	23.5825			
52	P09	£43,900	21,950.00	3,658.33	841.92	23.3866	22.7545	24.0548			
53		£44,752	22,376.00	3,729.33	858.26	23.8405	23.1961	24.5216			
54		£45,552	22,776.00	3,796.00	873.60	24.2667	23.6108	24.9600			
55	P10	£46,423	23,211.50	3,868.58	890.30	24.7307	24.0623	25.4373			
56		£47,297	23,648.50	3,941.42	907.07	25.1963	24.5153	25.9162			
57		£48,088	24,044.00	4,007.33	922.24	25.6177	24.9253	26.3496			
58	P11	£48,979	24,489.50	4,081.58	939.32	26.0923	25.3871	26.8378			
59		£49,827	24,913.50	4,152.25	955.59	26.5441	25.8267	27.3025			
60		£50,667	25,333.50	4,222.25	971.70	26.9916	26.2621	27.7627			
61	P12	£51,515	25,757.50	4,292.92	987.96	27.4433	26.7016	28.2274			
62		£52,361	26,180.50	4,363.42	1004.18	27.8940	27.1401	28.6910			
63		£53,209	26,604.50	4,434.08	1020.45	28.3457	27.5796	29.1556			
64	P13	£54,057	27,028.50	4,504.75	1036.71	28.7975	28.0192	29.6203			
65		£54,901	27,450.50	4,575.08	1052.90	29.2471	28.4566	30.0827			
66		£55,739	27,869.50	4,644.92	1068.97	29.6935	28.8910	30.5419			
67	P14	£56,591	28,295.50	4,715.92	1085.31	30.1474	29.3326	31.0088			
68		£57,437	28,718.50	4,786.42	1101.53	30.5981	29.7711	31.4723			
69		£58,278	29,139.00	4,856.50	1117.66	31.0461	30.2070	31.9332			
70	P15	£59,130	29,565.00	4,927.50	1134.00	31.5000	30.6486	32.4000			
71		£60,017	30,008.50	5,001.42	1151.01	31.9725	31.1084	32.8860			
72		£60,917	30,458.50	5,076.42	1168.27	32.4520	31.5749	33.3792			
73	P16	£61,826	30,913.00	5,152.17	1185.70	32.9362	32.0461	33.8773			
74		£62,761	31,380.50	5,230.08	1203.64	33.4343	32.5307	34.3896			

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**DRAFT LGS SALARY RATES
(ESTIMATE WITH EFFECT FROM 1.04.2011)**

SCP	Band	Full Time Salary	Job Share Salary	Monthly	Weekly	36 Hourly	
9	A	£13,516	6,758.00	1,126.33	259.21	7.2003	
10	B	£13,874	6,937.00	1,156.17	266.08	7.3910	
11		£14,733	7,366.50	1,227.75	282.55	7.8486	
12	C	£15,039	7,519.50	1,253.25	288.42	8.0116	
13		£15,444	7,722.00	1,287.00	296.19	8.2274	
14		£15,725	7,862.50	1,310.42	301.58	8.3771	
15	D	£16,054	8,027.00	1,337.83	307.88	8.5524	
16		£16,440	8,220.00	1,370.00	315.29	8.7580	
17		£16,830	8,415.00	1,402.50	322.77	8.9658	
18	E	£17,161	8,580.50	1,430.08	329.12	9.1421	
19		£17,802	8,901.00	1,483.50	341.41	9.4836	
20		£18,453	9,226.50	1,537.75	353.89	9.8304	
21		£19,126	9,563.00	1,593.83	366.80	10.1889	
22	F	£19,621	9,810.50	1,635.08	376.29	10.4526	
23		£20,198	10,099.00	1,683.17	387.36	10.7600	
24		£20,858	10,429.00	1,738.17	400.02	11.1116	
25		£21,519	10,759.50	1,793.25	412.69	11.4637	
26	G	£22,221	11,110.50	1,851.75	426.16	11.8377	
27		£22,958	11,479.00	1,913.17	440.29	12.2303	
28		£23,708	11,854.00	1,975.67	454.67	12.6298	
29		£24,646	12,323.00	2,053.83	472.66	13.1295	
30		£25,472	12,736.00	2,122.67	488.50	13.5696	
31	H	£26,276	13,138.00	2,189.67	503.92	13.9979	
32		£27,052	13,526.00	2,254.33	518.81	14.4113	
33		£27,849	13,924.50	2,320.75	534.09	14.8358	
34		£28,636	14,318.00	2,386.33	549.18	15.2551	
35		PO1	£29,236	14,618.00	2,436.33	560.69	15.5747
36		PO2	£30,011	15,005.50	2,500.92	575.55	15.9876
37		PO3	£30,851	15,425.50	2,570.92	591.66	16.4351
38		PO4	£31,754	15,877.00	2,646.17	608.98	16.9161
39		PO5	£32,800	16,400.00	2,733.33	629.04	17.4734
40		PO6	£33,661	16,830.50	2,805.08	645.55	17.9320
41	PO7	£34,549	17,274.50	2,879.08	662.58	18.4051	
42	PO8	£35,430	17,715.00	2,952.50	679.48	18.8744	
43	PO9	£36,313	18,156.50	3,026.08	696.41	19.3448	
44	PO10	£37,206	18,603.00	3,100.50	713.54	19.8205	
45	PO11	£38,042	19,021.00	3,170.17	729.57	20.2659	
46	PO12	£38,961	19,480.50	3,246.75	747.20	20.7555	
47	PO13	£39,855	19,927.50	3,321.25	764.34	21.2317	
48	PO14	£40,741	20,370.50	3,395.08	781.33	21.7037	
49	EPO1	£41,616	20,808.00	3,468.00	798.12	22.1699	
50	EPO2	£42,320	21,160.00	3,526.67	811.62	22.5449	
51	EPO3	£43,038	21,519.00	3,586.50	825.39	22.9274	
52	EPO4	£43,900	21,950.00	3,658.33	841.92	23.3866	
53	EPO5	£44,752	22,376.00	3,729.33	858.26	23.8405	
54	EPO6	£45,552	22,776.00	3,796.00	873.60	24.2667	
55	EPO7	£46,423	23,211.50	3,868.58	890.30	24.7307	
56	EPO8	£47,297	23,648.50	3,941.42	907.07	25.1963	
57	EPO9	£48,088	24,044.00	4,007.33	922.24	25.6177	
58	EPO10	£48,979	24,489.50	4,081.58	939.32	26.0923	
59	EPO11	£49,827	24,913.50	4,152.25	955.59	26.5441	
60	EPO12	£50,667	25,333.50	4,222.25	971.70	26.9916	
61	EPO13	£51,515	25,757.50	4,292.92	987.96	27.4433	
62	EPO14	£52,361	26,180.50	4,363.42	1004.18	27.8940	
63	EPO15	£53,209	26,604.50	4,434.08	1020.45	28.3457	
64	EPO16	£54,057	27,028.50	4,504.75	1036.71	28.7975	
65	EPO17	£54,901	27,450.50	4,575.08	1052.90	29.2471	
66	EPO18	£55,739	27,869.50	4,644.92	1068.97	29.6935	
67	EPO19	£56,591	28,295.50	4,715.92	1085.31	30.1474	
68	EPO20	£57,437	28,718.50	4,786.42	1101.53	30.5981	
69	EPO21	£58,278	29,139.00	4,856.50	1117.66	31.0461	
70	EPO22	£59,130	29,565.00	4,927.50	1134.00	31.5000	
71	EPO23	£60,017	30,008.50	5,001.42	1151.01	31.9725	
72	EPO24	£60,917	30,458.50	5,076.42	1168.27	32.4520	
73	EPO25	£61,826	30,913.00	5,152.17	1185.70	32.9362	
74		£62,761	31,380.50	5,230.08	1203.64	33.4343	

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Equality Impact Toolkit (new version July 2011)

Section 1: Your details

Council officer: Jenny Woods

Email address: jenniferwoods@wirral.gov.uk

Head of Service: Chris Hyams

Department: Law, HR & Asset Management

Date: 26 January 2012

Section 2: What Council function / proposal is being assessed?

The Council's Pay Policy Statement 2012/13.

Section 3: Is the Council function / proposal relevant to equality? (please tick relevant boxes)

- In services
- In the workforce
- In communities
- Other (please state)
- None (please stop here and email this form to your Head of Service who needs to email it to equalitywatch@wirral.gov.uk for publishing)

Section 4: Within the Equality Duty 2010, there are 3 legal requirements. Which of the following are relevant to the Council function / proposal? (please tick relevant boxes)

- To eliminate unlawful discrimination, harassment and victimisation

Appendix Four

- To advance equality of opportunity
- To foster good relations between groups of people

Section 5: Will the function / proposal have a favourable or negative impact on any of the protected groups (race, gender, disability, gender reassignment, age, pregnancy and maternity, religion and belief, sexual orientation, marriage and civil partnership)?

Please list in the table below and include actions required to mitigate any negative impact.

Protected characteristic	Favourable or negative impact	Action required to mitigate any negative impact	Lead person	Timescale	Resource implications
All	<p>Positive – the Council sets the pay of its employees through a fair and transparent Job Evaluation Scheme which seeks to objectively measure the different elements of a job. This does not take account of the employee’s age, gender, sexuality, religion or belief, disability, or race.</p> <p>Positive – the Council’s Pay Policy includes a pay structure in-line with the Living Wage, which</p>	N/A	Chris Hyams	<p>N/A</p> <p>By June 2012</p>	<p>N/A</p> <p>Dedicated Job Evaluation Team.</p>

Appendix Four

Age	<p>means that all employees will be paid a minimum of the Living Wage hourly rate of £7.20.</p> <p>Negative – all stages of the Job Evaluation Scheme are not complete.</p> <p>Negative – progression through increments of one grade is based on length of service</p>	<p>A phased approach has been taken by The Council and there are plans in place to implement phase 3 and 4 of Job Evaluation by 2013.</p> <p>Each job is graded fairly through Job Evaluation taking into account the different elements of the job. Therefore appointment at a particular grade does not take account of age. Once in the grade, increments are awarded by length of service at that grade until the top of the grade is achieved.</p>			Contract with The Hay Group.
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Where and how will the above actions be monitored?

On a regular basis by the Human Resources team

If you think there is no negative impact, what is your reasoning behind this?

Section 6: What research / data / information have you used in support of this process?

N/A

Section 7: Are you intending to carry out any consultation with regard to this Council function / policy?

Yes

If 'yes' please continue to section 8.

If 'no' please state your reason(s) why:

(please stop here and email this form to your Head of Service who needs to email it to equalitywatch@wirral.gov.uk for publishing)

Section 8: How will consultation take place?

Consultation in relation to Job Evaluation has commenced and is ongoing with the Trade Unions. Consultation is conducted through the Corporate Joint Consultative Committee meetings, held every three weeks, and specific sub-committees set up for Job Evaluation.

Consultation has also taken place in relation to the Council's Pay Policy Statement.

Once you have completed your consultation, please review your actions in section 5. Then email this form to your Head of Service who needs to email it to equalitywatch@wirral.gov.uk for publishing)