



REPORT OF: Director, Chief Executive's

TO: Finance Council

ON: 26 February 2024

SUBJECT – Pay Policy Statement 2024-2025

1. PURPOSE

The purpose of this report is to update the Finance Council and share information relating to salary payments made to employees in Blackburn with Darwen Borough Council's employment during 2023-2024.

The report also includes details of the Chief Executive and Chief Officers pay scales and the range of salaries across the whole organisation during this period of time. The data was extracted and collated on 31 December 2023.

2. RECOMMENDATIONS

That Finance Council approve the Pay Policy Statement for 2024-25 as set out in Appendix A.

3. BACKGROUND

There is a legal requirement for the Council to report annually on information relating to its employees. The pay terms and conditions referenced within this report include: Green Book, Chief Officers and Chief Executive. The Council is committed to reporting annually on pay ranges for all staff as well as including clear information relating to Chief Officer pay details. By adhering to the aforementioned terms and conditions, the Council demonstrates its commitment to ensuring employees are paid equally in line with their roles and responsibilities.

4. RATIONALE

All job roles have been subject to a thorough job evaluation process through either Gauge or Hay, likewise any newly created roles undergo evaluation before being assigned against a pay grade. By following this process, there can be assurance that roles are fairly and equitably paid. Failure to follow this process could result in equal pay and / or discrimination claims against the Council.

5. POLICY IMPLICATIONS

The policy implications from this report are contained within the Equality Watch Report which was published on 31 January 2024.

6. FINANCIAL IMPLICATIONS

The financial implications of the Pay Policy Statement are reflected in the Council's budget for 2024/25 as set out in a report elsewhere on the agenda for this meeting.

There are currently no vacant posts at chief officer level and all positions are occupied with permanent employees.

7. LEGAL IMPLICATIONS

In determining the pay and remuneration of all our 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, General Data Protection Regulation 2018 and where relevant, the Transfer of Undertakings (Protection of Employment) Regulations. We will also ensure there is no pay discrimination within our pay structures and that all pay differentials can be objectively justified through the use of job evaluation mechanisms, National Joint Council (NJC) and Hay Group, which directly establish the relative levels of posts in grades according to the requirements, demands and responsibilities of the role.

8. RESOURCE IMPLICATIONS

None as a direct consequence of this report.

9. EQUALITY IMPLICATIONS

As part of the Equality Watch Report 2024, the Council published its workforce profile and its gender pay gap.

We are aspiring to our workforce representing our local demographics and the communities that we serve.

11. CONSULTATIONS

None required as a direct consequence of this report.

Chief Officer Corinne McMillan, Director, Chief Executives

Contact Officer: Jill Readfern, HR Operations Manager

Date: 26 February 2024

Background Papers: Pay Policy Statement 2024/25