

Part I

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All Wards

WELWYN HATFIELD BOROUGH COUNCIL  
COUNCIL – 3<sup>RD</sup> FEBRUARY 2025  
REPORT OF THE EXECUTIVE DIRECTOR (FINANCE & TRANSFORMATION)

PAY POLICY STATEMENT 2025 /2026

**1 Executive Summary**

- 1.1 This report sets out the council’s pay policy statement for 2025 / 2026.
- 1.2 The ratios in this statement are based on established posts and pay levels, in place from April 2025.

**2 Recommendation(s)**

- 2.1 It is recommended that the Pay Policy Statement, for the period 2025 / 2026 be approved.

**3 Explanation**

- 3.1 Section 38(1) of the Localism Act 2011 requires English local authorities to produce a Pay Policy Statement for each financial year.
- 3.2 The specific matters, which must be included in the Council’s statutory pay policy are as follows:
- The level and elements of remuneration for each chief officer;
  - The remuneration of its lowest paid employees (together with a definition of ‘lowest paid employees’ and its reasons for adopting that definition);
  - The relationship between the remuneration of its chief officers and other officers; and
  - Other specific aspects of chief officers’ remuneration: (i.e. remuneration on recruitment increases and additions to remuneration, any use of performance related pay and bonuses, termination payments and transparency)
- 3.3 For the purposes of the Pay Policy Statement, senior management means ‘chief officers’ as defined by s43 of the Localism Act. The posts falling within the statutory definition are set out below, with details of their basic salary as at 1 April 2025 included in section 6 of the appended Pay Policy Statement:
- a) Chief Executive
  - b) Executive Directors
  - c) Assistant Directors

### 3.4 Pay Multiples

- 3.4.1 The relationship between the pay of the highest paid officer and the median salary of staff for the year 2025/26 is anticipated to be 4.51:1. The relationship between the pay of chief officers and the median salary of staff for the year 2025/26 is expected to be 2.49:1.

## 4 **Legal Implication(s)**

- 4.1 The Localism Act 2011 requires full Council approval of the Pay Policy Statement.
- 4.2 The Council is required to produce the information detailed in paragraph 3.3 of this report in order to comply with the requirements of the Localism Act 2011. There are no impacts on the pay and conditions of employees arising from this report.
- 4.3 As soon as is reasonably practicable after approving a Pay Policy Statement, the council must publish it in such manner as it thinks fit, which must include publication on the council's website.

## 5 **Financial Implication(s)**

- 5.1 The financial implications of this report have been budgeted for in the financial year 2025 / 26.

## 6 **Risk Management Implications**

- 6.1 There are no risk management implications arising from this report.

## 7 **Security and Terrorism Implication(s)**

- 7.1 There are no Security and Terrorism implications arising from this report.

## 8 **Procurement Implication(s)**

- 8.1 There are no procurement implications arising from this report.

## 9 **Climate Change Implication(s)**

- 9.1 There are no climate change implications arising from this report.

## 10 **Human Resources Implication(s)**

- 10.1 There are no direct human resource implications arising from this report.

## 11 **Communication and Engagement Implication(s)**

- 11.1 There are no communication and engagement implications arising from this policy. The statement will be published on the Council's website.

## 12 **Link to Corporate Priorities**

12.1 The subject of this report is linked to the Council's Corporate Priority: "Run an effective council" and is linked to a statutory requirement, under Section 38(1) of the Localism Act 2011 legislation.

**13 Equality and Diversity**

13.1 An EqIA was not completed because this report does not propose changes to existing service-related policies or the development of new service-related policies.

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Background papers to be listed (if applicable)