

## REPORT OF THE GOVERNANCE COMMITTEE

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The Governance Committee met on 4 March 2014. Attendances:

Councillor Glazier (Chair)  
Councillors Elkin, Field, Howson and Webb

### 1. Recorded Named Votes on Setting the Council's Budget: Amendment to Constitution

1.1 The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 came into force on 25 February 2014. The Regulations require local authorities to undertake a recorded named vote when setting the Council's budget each year. This will apply to substantive motions and any amendments. The primary objective of the Regulations is to ensure maximum public transparency in recording how all Councillors vote on these matters.

1.2 The Council already has within its rules of procedure the facility for recorded votes where six Councillors stand and demand a recorded vote. It is therefore proposed to insert additional Standing Orders (33.3 and 33.4) to require a named recorded vote in respect of the annual budget setting as set out below

#### (D) VOTING

##### Method of Voting

33.1 Voting at meetings of the Council will be by show of hands unless, by standing, six members demand a recorded vote, in which case the vote shall be by roll-call and shall be recorded in the minutes to show how each member present cast their vote or whether they abstained.

33.2 Where a member so requests immediately after a vote is taken, the way in which he or she voted (or whether he or she abstained) will be recorded in the minutes.

##### Recorded Vote on Budget and Council Tax setting

This is a mandatory standing order under the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014

33.3 Immediately after any vote is taken at a budget decision meeting of the authority there must be recorded in the minutes of the proceedings of that meeting the names of the persons who cast a vote for the decision or against the decision or who abstained from voting.

33.4 Voting in relation to the annual budget setting, including motions and amendments, will be by recorded vote. The vote shall be by roll-call and shall be recorded in the minutes to show how each member present cast their vote or whether they abstained.

1.3 The Committee **recommends** the County Council to

- ☆ agree to the Constitution being amended, as set out in paragraph 1.2 above, to require mandatory recorded votes on the setting of the Council's budget in accordance with recent legislative change.

## 2. Pay Policy Statement

2.1 The Localism Act 2011 requires local authorities to formulate and publish an annual pay policy statement, for approval by full Council, on the pay of its Chief Officers and the relationship between these pay levels and the rest of the workforce, excluding schools.

2.2 At its meeting on 27 March 2012, County Council agreed that the Governance Committee should have formal responsibility for the approval of posts at Chief Officer, Deputy Chief Officer and Assistant Director level with a remuneration package of £100,000 or more, provided the existing grade bands and terms and conditions are applied and any proposed exceptions to these are reported to full County Council. The actual appointment decision will continue to be made by the Appointments Committee (of Members) which already has delegated powers by County Council for the purposes of making recruitment and appointment decisions. Any proposed exceptions to this would require the approval of the full County Council.

2.3 The pay policy statement was updated in 2013 to take account of supplementary guidance published by the Government. This included an additional requirement for local authorities to ensure that large severance payments were subject to appropriate levels of accountability. The updated statement was approved by County Council at its meeting on 26 March 2013.

### Pay Policy Statement

2.4 The Localism Act 2011 requires local authorities to prepare an annual pay policy statement relating to the remuneration (total pay packages) of its Chief Officers, as defined by statute, Deputy Chief Officers (and, by definition Assistant Directors), the Monitoring Officer and its lowest paid employees, excluding schools. The pay policy also has to state the relationship between the remuneration of Chief Officers and the remuneration of its employees who are not Chief Officers.

2.5 The Hutton report on Fair Pay in the Public Sector recommended the publication of an organisation's pay multiple as a means of illustrating the relationship between the remuneration arrangements for Chief Officers in comparison with the rest of the non-schools workforce in the form of a ratio. The ratio is currently 7.42 to 1, which is an improvement on the December 2012 position of 7.71 to 1.

2.6 It is necessary to include definitions along with the authorities' policies relating to levels and elements of remuneration including all additional payments and benefits in kind. The statement must also indicate the approach to the payment of Chief Officers on ceasing employment, including eligibility for the award of additional pensionable service and on the engagement or re-engagement of Chief Officers previously made redundant or accessing a local government pension.

2.7 The existing pay policy is fit for purpose and no updates are required this year. A copy of the pay policy statement for 2014/15 is circulated separately to Members as Appendix 1.

## GOVERNANCE

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2.8 The Committee **recommends** the County Council to

✧ agree the Pay Policy Statement for 2014/15 as set out in Appendix 1.

4 March 2014

Keith Glazier  
Chair

