

Pay and Reward Working Group

Terms of Reference

Working Group Membership:

Cllr. Roger Reed - Chairman
Cllr. Catriona Morris
Cllr. Reg Edwards
Cllr. David Schofield
Cllr. Andy Huxley

Supported by:

Lynne Swift, Director, People & Organisational Development
Faye Mansfield, HR Project Lead
External remuneration expertise (as required)

Purpose:

This working group is proposed in response to 'approval' of the SMB recommended pay, grading and reward principles as set out in the Review of Support Staff (local 'Green Book') Terms and Conditions of Service and Pay, Grading and Reward Structure" report being presented to Executive Committee on 20 November 2013.

The principles are required in order to guide the design of a fit for purpose pay, grading and reward structure for support staff (local 'Green Book') and revised terms and conditions of service. They build on the principles already approved by the Authority, set out in the BMKFA Pay Policy Principles and Statement for 2013-14. These principles are:

- Accountability
- Transparency
- Fairness

The working group is to consider the principles and make recommendations relating to the pay, grading and reward structure to adopt within the Authority.

In their deliberations, the working group will be mindful of the wider economic context and the current national pay restraints.

Deliverables:

To develop a comprehensive pay, grading and reward structure which applies to local 'Green Book' terms and conditions of service employees and which:

- Is transparent and consistent in its approach
- Based on performance improvement
- Is sufficiently flexible as to respond to financial constraints
- Is based on affordability

- Is not solely monetary, and acknowledging the different approaches to pay and reward
- Addresses all equality (legal and best practice) requirements
- Addresses consultation/communication issues with staff and trade unions
- Has a beneficial impact in terms of recruitment, retention, morale and motivation whilst balancing the need for tight ongoing financial control and value for money
- Supports the Corporate Plan

Timescales:

The working party is to agree timescales and a work plan.