

Report of the Chief Executive

ACTING UP AND HONORARIA POLICY1. Purpose of report

To consider amendments to the Acting Up and Honoraria Policy.

2. Detail

The Acting Up and Honoraria Policy was last reviewed in 2016, and as a result of a request from the Trade Unions, has now been reviewed.

A number of employees who have acted up into more senior roles have been always paid the bottom of the higher grade. This has resulted in some employees only receiving 0.67p per day for acting up into a higher graded post, including the full responsibilities of the post – e.g. responsibility for a Council vehicle. The above example is the difference between a Gardener and a Gardening Team Leader. The same principle applies to Street Cleansing employees who are required to assist with Refuse Driving responsibilities. Some employees have done this for a number of years and are still paid the bottom of the higher grade, rather than progressing through the increments each year to the top of the grade. The amendments to the policy seek to remedy this by giving Heads of Service and Directors discretion to pay above the bottom of the grade, where appropriate and on a case by case basis.

The amendment may encourage more employees to diversify and upgrade their skills to assist in other areas where needed, particularly in the light of the current, ongoing pandemic. Rewarding employees for undertaking acting up will encourage our employees to continue to go the extra mile, knowing that the additional work and responsibility will be recognised in an appropriate financial recompense, and give Managers more scope to fill skills gaps for the future by using existing employees rather than have to use Agency Workers for the higher paid roles.

Pandemic Response - A minimum payment of £4 a day/£20 day should be paid, backdated to the start of the second national lockdown – in conjunction with agreement with the Leader of the Council and HR.

Recommendation

The Local Joint Consultative Committee is asked to RECOMMEND to the Personnel Committee amendments to the Acting Up and Honoraria Policy.

Background papers

Nil