

Subject: GLA Pay Award

Report to:	GLA Oversight Committee
Report of:	Chief Officer
Date:	15 March 2023
Public Access:	This report will be considered in public

1. Summary

- 1.1 This report consults the Greater London Authority (GLA) Oversight Committee on the proposed pay award for GLA staff for 2023-24, effective from 1 April 2023.

2. Recommendation

- 2.1 **That the Committee responds to the Chief Officer's consultation on the GLA pay award and notes the considerations set out in the report.**

3. Background

- 3.1 The GLA's budget for 2023-24 which will be approved this month allows £6m for a potential pay award, which equates to the equivalent of a 6% increase for all staff and office holders. The terms of any pay award made to GLA staff (with the exception of Mayoral appointees and Statutory Officers) are subject to negotiation with Unison.
- 3.2 In contrast to previous years, Unison asked the GLA to make the first offer in our negotiations for the 2023-24 annual pay award. Therefore, we started with a proposal to deploy these funds by applying a 6 per cent increase to all posts at Grades 1- 15 and spot rates.
- 3.3 A tapered pay award was outlined as Unison's preference, with clear feedback on prioritising Grade 10 staff and below. It was the Chief Officer's view that while junior grades should be prioritised for a larger percentage increase in view of current and recent inflation levels, all staff regardless of their grade are impacted by the current financial situation and staff at Grades 11 and above should therefore also receive an appropriate percentage increase.

- 3.4 In addition to the GLA's budget for 2023-24, one-off non-recurring funding has been identified from the GLA's underspend at quarter 3. This underspend has enabled the Chief Officer to offer one-off payments for some grades, alongside some enhancements to wider benefits which will be accessible to all staff.
- 3.5 The Mayor and the Assembly, acting jointly, are responsible for determining the pay award for the GLA's three statutory officers: Chief Officer (Head of Paid Service); Executive Director of Resources (Chief Finance Officer); and Monitoring Officer. Once the pay award for GLA staff has been confirmed, this decision will be progressed in the usual way.
- 3.6 The Mayor determines the pay award for the Mayoral appointees (i.e. those appointed under s67(1)(a) and (b) of the GLA Act; the "11+2"). Again, once the pay award for GLA staff has been confirmed, this decision will be progressed in the normal way.

4. Issues for Consideration

- 4.1 The Chief Officer is grateful to Unison for their commitment to productive and constructive discussions during the negotiation process. Unison's clear articulation of what is most important to their members has been very valuable in determining the formal offer.
- 4.2 The Chief Officer's formal offer to Unison for the 2023-24 pay award is set out in Appendix 1. In summary it is:
- 4.2.1 A differentiated pay award:
- | | |
|------------------------|------|
| Grades 1-5: | 8% |
| Grades 6-10: | 6.6% |
| Grades 11-15 and spot: | 4.5% |
- 4.2.2 An additional one-off payment of £400 for Grades 1-10 and posts aligned to the London Living Wage.
- 4.2.3 Making annual leave trade-in easier
- 4.2.4 Allowing staff to claim up to £250 every three years for kit to work from home
- 4.2.5 Reinstating access to private mammograms
- 4.3 Unison have shared this offer with their members who will now determine if they accept it. Their ballot will close on 10 March 2023.

5. Consultation

- 5.1 In accordance with the GLA Head of Paid Service Staffing Protocol and Scheme of Delegation (the "Staffing Protocol"), formal consultation with Unison is required for this

proposal as it relates to changing the terms and conditions of employment of existing employees. Formal consultation with Unison has taken place as set out above.

- 5.2 Furthermore, in accordance with paragraph 7.4 of the Staffing Protocol, a report must be sent to the Chief of Staff (on behalf of the Mayor) and to the Assembly's staffing committee, currently the GLA Oversight Committee (on behalf of the Assembly) containing the proposed changes and appropriate background information. This paper is the report referred to at paragraph 7.4 of the Staffing Protocol and the Chief Officer is also consulting the Mayor and the London Assembly, the latter through the GLA Oversight Committee by virtue of this paper on the proposal for the pay award for 2023-24.

6. Legal Implications

- 6.1 Under the Greater London Authority Act 1999 (as amended), the Head of Paid Service (the "HoPS") may, after consultation with the Mayor and the Assembly and having regard to the resources available and priorities of the Authority:
- appoint such staff as the HoPS considers necessary for the proper discharge of the functions of the Authority (section 67(2)); and
 - make such appointments on such terms and conditions as the HoPS thinks fit (section 70(2)).
- 6.2 The Assembly has delegated its powers of consultation on staffing matters to the Assembly's staffing committee, currently the GLA Oversight Committee.
- 6.3 After consultation with the Mayor and the Assembly, the Staffing Protocol was adopted by the HoPS in November 2009 and revised in July 2018. The Staffing Protocol sets out the Authority's agreed approach as to how the HoPS will discharge the staffing powers contained in sections 67(2) and 70(2) of the Greater London Authority Act 1999 (as amended).
- 6.4 Paragraph 7.2 of the Staffing Protocol says that *"The HOPS is responsible for determining terms and conditions for GLA staff (outside of the statutory officers and the Mayoral appointees) with the exclusion of staff transferred under a statutory transfer."* Paragraph 7.1 of the Staffing Protocol says that *"Terms and conditions for the purposes of this Protocol means terms and conditions of employment that apply to all GLA staff appointed by the HoPS and includes all employment policies and procedures (whether contractual or not)."*
- 6.5 Paragraph 7.3 of the Staffing Protocol sets out the steps that need to be taken before seeking HoPS approval to change terms and conditions of existing employees (which include formulating initial draft proposals, discussing these with the HoPS, setting out the initial draft proposals in writing, sending them to Unison for consultation and seeking Unison's agreement to the proposed changes). Paragraph 7.4 of the Staffing Protocol also says that *"a report should be sent to the Chief of Staff (on behalf of the Mayor) and*

to the Assembly's staffing committee (on behalf of the Assembly) containing the proposed changes and appropriate background information".

- 6.6 This paper is the report for the Assembly's staffing committee (i.e. the GLA Oversight Committee) that is required to be sent under paragraph 7.4 of the Staffing Protocol containing the proposed changes and appropriate background information.

7. Financial Implications

- 7.1 The GLA's 2023-24 budget, which will be approved this month, provides £6m for a potential pay uplift, which equates to the equivalent of a 6% increase for all staff. The proposed pay uplift is contained within this financial envelope.
- 7.2 The provision for the pay award 2023-24 has been budgeted centrally. Once a pay award is agreed, the detailed GLA budget will be updated accordingly, and this will include a transfer of the relevant sum into the Assembly budget.
- 7.3 If it is agreed by Unison members, the pay award will be processed in the 17 May 2023 payroll and backdated to 1 April 2023.
- 7.4 The one-off payment to staff at Grades 1-10 and on the London Living Wage will be funded from underspends in 2022-23, which will be transferred to reserves at year end.
- 7.5 The enhancements to wider benefits are costed based on assumed rates of take up that may vary. The sums involved are relatively small so even if take up is higher than anticipated in the costings to date, there will be sufficient flexibility in the budget set aside to ensure that all eligible staff can access the benefits on offer.
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List of appendices to this report:

Appendix 1: Formal Pay Award 2023-24 offer issued to Unison, 28 February 2023

Local Government (Access to Information) Act 1985

List of Background Papers: None.

Contact Information

Contact Officer:	Mary Harpley, Chief Officer
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E-mail:	mary.harpley@london.gov.uk

Appendix 1: Formal Pay Award 2023/24 offer issued to Unison, 28 February 2023

Chief Officer
GREATER LONDON AUTHORITY

City Hall
Kamal Chunchie Way
London E16 1ZE
london.gov.uk
02079834000

28th February 2023

GLA Unison

Dear GLA Unison

Pay Award 2023-24 – formal offer

Thank you for your commitment to productive and constructive discussions since we began the negotiation process for next year's annual pay award in January. Your clear articulation of what is most important to your members has been very valuable.

This letter lays out my formal offer. We will pay this in the May payroll on 17 May, backdated to 1 April, if your members vote in favour for this deal before Friday 17 March.

The offer is as follows:

1. A differentiated pay award across three bands – of 8%, 6.6% or 4.5%
2. An additional one-off payment for Grades 1-10 only
3. Making annual leave trade-in easier
4. Allowing staff to claim up to £250 every three years for kit to work from home
5. Reinstating access to private mammograms

I cover each of these in more detail below:

Differentiated pay award

Annual pay increases are offered as follows:

Grades 1-5:	8%
Grades 6-10:	6.6%
Grades 11-15 and spot:	4.5%

We have talked over the last few weeks about the disproportionate impact that recent and current inflation levels have on staff at lower grades. This differentiation recognises that.

Please note that this percentage increase does not apply to GLA staff on the London Living Wage as their salary is reviewed annually by the Living Wage Foundation. These staff received an 8.14% increase in September 2022.

Email: mary.harpley@london.gov.uk

Additional one-off payment for Grades 1-10 only

All staff at Grades 1-10 are offered an additional one-off, non-consolidated payment of £400. This will be paid to GLA staff on the London Living Wage.

This is a fixed payment for all staff at Grades 1-10, regardless of working hours.

Making annual leave trade-in easier

We are offering to reframe this benefit and make it easier to cash in. Currently staff need to provide proof of expenditure against one of 15 approved categories in order to cash in up to two days' annual leave in any year.

We are offering to remove the requirement for proof of expenditure, while retaining the current cap on two days and the current fixed amount for trade-in.

Allowing staff to claim up to £250 every three years for kit to work from home

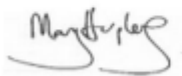
During the first Covid lockdown we introduced the ability for staff to claim up to a one-off £250 (across a number of separate claims where appropriate) for kit needed to work from home. We have made no changes to this scheme since. We are now offering to change this to allow staff to claim up to £250 for this purpose every three years.

Reinstating access to private mammograms

We are offering to reinstate private mammograms for all female employees aged 40+, in recognition that the loss of this benefit a couple of years ago has left some staff finding it very difficult to access these important checks.

I look forward to hearing from you once you understand your members' wishes. Thank you again for your engagement over the last few weeks and your help in getting to what I hope your members will consider to be a good offer.

Yours sincerely,



Mary Harpley
Chief Officer

Request for Head of Paid Service Decision CO 465

CO number to be allocated via the 'Decisions' inbox (Decisions@london.gov.uk)

Once approved, this form will be published on london.gov.uk

Decision Required

That the Head of Paid Service, agrees the following 2023/24 pay award for all GLA staff:

A differentiated pay award:

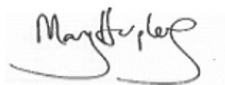
- Grades 1-5: 8%
- Grades 6-10: 6.6%
- Grades 11-15 and spot: 4.5%
- An additional one-off payment of £400 for Grades 1-10 and posts aligned to the London Living Wage
- Making annual leave trade-in easier
- Allowing staff to claim up to £250 every three years for kit to work from home
- Reinstating access to private mammograms

Head of Paid Service

The above proposal has my approval.

Signature

Date 16/03/2023



1. Pay proposals

- 1.1 The GLA's budget for 2023/24 allows £6m for a potential pay award, which equates to the equivalent of a 6% increase for all staff and office holders. The terms of any pay award made to GLA staff (with the exception of Mayoral appointees and Statutory Officers) are subject to negotiation with Unison.
- 1.2 A tapered pay award was outlined as Unison's preference, with clear feedback on prioritising Grade 10 staff and below. It was the Chief Officer's view that while junior grades should be prioritised for a larger percentage increase in view of current and recent inflation levels, all staff regardless of their grade are impacted by the current financial situation and staff at Grades 11 and above should therefore also receive an appropriate percentage increase.
- 1.3 In addition to the GLA's budget for 2023/24, one-off non-recurring funding has been identified from the GLA's underspend at quarter 3. This underspend has enabled the Chief Officer to offer one-off payments for some grades, alongside some enhancements to wider benefits which will be accessible to all staff.
- 1.4 The Chief Officer has confirmed the pay award will be implemented in the 17 May payroll and back dated to 1 April 2023.
- 1.5 The pay awards for the Statutory Officers are due to be approved via a Mayoral Decision and by the Assembly at the Assembly Plenary meeting on 4 May 2023. This will be taken forward in the usual way as will the decisions with respect to Mayoral Appointees and the Mayor in accordance with s67(1)(a) and (b) of the GLA Act; i.e. the "11+2".

2. Consultation

- 2.1 In accordance with the GLA Head of Paid Service Staffing Protocol and Scheme of Delegation (the "Staffing Protocol"), formal consultation with Unison is required for this proposal as it relates to changing the terms and conditions of employment of existing employees.
- 2.2 Productive and constructive discussions with Unison were held which took place from January to March 2023 and feedback from Unison was incorporated into the proposals. Following that process, the Chief Officer made a formal offer to Unison, which was accepted by their members.
- 2.3 The Chief Officer submitted a paper to the Assembly via the GLA Oversight Committee on 15 March 2023. This outlined the considerations, proposals and rationale for the pay award 2023/24 and are detailed in the attached paper and supporting Appendices.
- 2.4 In accordance with paragraph 7.4 of the Staffing Protocol, a report has been sent to the Chief of Staff (on behalf of the Mayor) and to the Assembly's staffing committee, currently the GLA Oversight Committee, (on behalf of the Assembly) containing the proposed changes and appropriate background information. As set out in paragraph 2.3 above the Chief Officer updated the GLA Oversight Committee at its meeting on 15 March 2023 and has also informed the Mayor of the GLA's position through the Chief of Staff.

3. Table of changes

2022/23 pay award	Affected grades	Notes
8%	Grades 1- 5 inclusive	
6.6%	Grades 6-10 inclusive	
4.5%	Grades 11-15 inclusive and spot	
One-off payment of £400	Grades 1-10 and posts aligned to the London Living Wage (LLW)	<p>Posts aligned to LLW are level 3 Apprentices and Interns.</p> <p>This is a fixed payment for all staff, regardless of working hours.</p>

The percentage increase does not apply to GLA staff on the London Living Wage as their salary is reviewed annually by the Living Wage Foundation. These staff received an 8.14% increase in September 2022.

4. Financial comments

What is expected start date? 1 April 2023 Expected end date? 31 March 2024

- 4.1 £6m has been provided for in the GLA's 2023/24 budget for a potential pay uplift, which equates to the equivalent of a 6% increase for all staff. The proposed pay uplift is contained within this financial envelope.
- 4.2 The provision for the pay award 2023/24 has been budgeted centrally. Once a pay award is agreed, the detailed GLA budget will be updated accordingly, and this will include a transfer of the relevant sum into the Assembly budget.
- 4.3 The one-off payment to staff at Grades 1-10 and on the London Living Wage will be funded from underspends in 2022/23, which will be transferred to reserves at year end.
- 4.4 The pay award will be processed in the 17 May 2023 payroll and backdated to 1 April 2023.
- 4.5 The enhancements to wider benefits are costed based on assumed rates of take up that may vary. The sums involved are relatively small so even if take up is higher than anticipated in the costings to date, there will be sufficient flexibility in the budget set aside to ensure that all eligible staff can access the benefits on offer.

5. Legal comments

- 5.1 Under the Greater London Authority Act 1999 (as amended), the Head of Paid Service (the "HoPS") may, after consultation with the Mayor and the Assembly and having regard to the resources available and priorities of the Authority:

- appoint such staff as the HoPS considers necessary for the proper discharge of the functions of the Authority (section 67(2)); and
 - make such appointments on such terms and conditions as the HoPS thinks fit (section 70(2)).
- 5.2 The Assembly has delegated its powers of consultation on staffing matters to the Assembly's staffing committee, currently the GLA Oversight Committee.
- 5.3 After consultation with the Mayor and the Assembly, the Staffing Protocol was adopted by the HoPS in November 2009 and revised in July 2018. The Staffing Protocol sets out the Authority's agreed approach as to how the HoPS will discharge the staffing powers contained in sections 67(2) and 70(2) of the Greater London Authority Act 1999 (as amended).
- 5.4 Paragraph 7.2 of the Staffing Protocol says that, *"The HOPS is responsible for determining terms and conditions for GLA staff (outside of the statutory officers and the Mayoral appointees) with the exclusion of staff transferred under a statutory transfer."* Paragraph 7.1 of the Staffing Protocol says that *"Terms and conditions for the purposes of this Protocol means terms and conditions of employment that apply to all GLA staff appointed by the HoPS and includes all employment policies and procedures (whether contractual or not)."*
- 5.5 Paragraph 7.3 of the Staffing Protocol sets out the steps that need to be taken before seeking HoPS approval to change terms and conditions of existing employees (which include formulating initial draft proposals, discussing these with the HoPS, setting out the initial draft proposals in writing, sending them to Unison for consultation and seeking Unison's agreement to the proposed changes). Paragraph 7.4 of the Staffing Protocol also says that *"a report should be sent to the Chief of Staff (on behalf of the Mayor) and to the Assembly's staffing committee (on behalf of the Assembly) containing the proposed changes and appropriate background information"*.
- 5.6 The proposals set out in this Chief Officer Form fall within the definition of 'determining terms and conditions' contained within the Staffing Protocol so require approval from the HoPS. Paragraph 2 confirms that Unison has been consulted and the HoPS has taken its views into consideration when making this decision. Paragraph 2 also confirms that a report has been sent to the Chief of Staff (on behalf of the Mayor) and to the Assembly's staffing committee, currently the GLA Oversight Committee, (on behalf of the Assembly) containing the proposed changes and appropriate background information.
- 5.6 The HoPS has considered all the information in this Chief Officer Form and is satisfied that the proposals are appropriate, taking into account the:
- i. Priorities of the Authority;
 - ii. Need for the Authority to properly discharge its functions;
 - iii. Available resources of the Authority; and
 - iv. Need to comply with legislative changes/ statutory requirements.
- 5.7 The HoPS has the power to make this decision.

6. Appendices

Appendix 1: GLA Oversight Committee paper

7. Approval

	<i>Tick to indicate approval</i> ✓
Executive Director <u>N/A</u> has reviewed and commented on this proposal.	N/A
Assistant Director <u>Beth Cushion</u> has reviewed and commented on this proposal.	✓
HR & OD Lead Officer <u>Laura Heywood</u> has reviewed and commented on this proposal.	✓
Finance and Legal Finance and Legal have reviewed and commented on this proposal.	✓
Corporate Management Team (CMT) N/A	

