

People and Remuneration Committee

Date: 20 November 2024

Item: £100,000 or more Process and Pay Outcomes of
£100,000 or more Approvals

This paper will be considered public

1 Summary

- 1.1 The Committee approves the remuneration for appointments with a full-time equivalent salary of £100,000 or more per annum. This paper updates the Committee on changes to the process and provides a comparison of salaries approved by the Committee with that on actual appointment, as set out in the paper on Part 2 of the agenda.
- 1.2 A paper is included on Part 2 of the agenda, which contains exempt supplemental information setting out the relevant information for permanent and non-permanent labour roles for the Committee's review. The information is exempt by virtue of paragraphs 1 and 3 of Schedule 12A of the Local Government Act 1972 in that it contains information relating to individuals and the financial affairs of a person or authority. Any discussion of that exempt information must take place after the press and public have been excluded from this meeting.

2 Recommendation

- 2.1 **The Committee is asked to note the paper and the exempt supplementary information on Part 2 of the agenda.**

3 Background on £100,000 process

- 3.1 In 2017 TfL introduced a process to govern and monitor the levels of senior pay for those individuals on salaries greater than £100,000, or a day rate equivalent of £454.54 (the '£100,000 or more process').
- 3.2 This process seeks Committee approval to hire or extend the contract of an individual if their pay is equivalent to £100,000 or greater per annum, or to make an adjustment to an individual's pay if it is set above this threshold.
- 3.3 The current threshold has been in place since 2016, during which time we have seen headcount numbers increase. What initially predominantly only affected Director and Band 5 roles, now includes Band 4 roles and in some specific cases Band 3 non-permanent labour (NPL) roles (mainly Engineering and Technology and Data).
- 3.4 The scope of this process has also increased since its launch with the addition of reviewing NPL roles on day rates equivalent to £100,000 or more and Higher Duty Pay (HDP) for employees acting up which brings an individual's base and

HDP above the £100,000 threshold.

- 3.5 Current submissions to the Committee are likely to be received every four-six weeks, although this is dependent on volume.
- 3.6 The Committee is asked to review submission packs containing individual applications with justification for hiring or setting pay above this threshold. This can be undertaken as part of meetings or, more usually, through Chair's Action as delays to the approval process can impact appointment and retention of individuals, particularly for hard to fill roles.
- 3.7 Prior to Committee review, applications receive support and endorsement from the local Chief Officer, the Chief People Officer and the Commissioner.
- 3.8 Business cases are sent in a submission pack (split by permanent and NPL roles) with further updates on the number of colleagues from both a permanent and NPL perspective by period.
- 3.9 The Committee also receives a detailed update on what has been submitted in the process in a given year (included within this paper) alongside two bi-annual reports a year that detail the changes in numbers to the £100,000 or more process in a given six month period.

4 Background £100,000 Pay Outcomes

- 4.1 A comparison of salaries approved by the Committee with that on actual appointment is set out in the paper on Part 2 of the agenda.
- 4.2 This is the fifth £100,000 or more pay outcomes paper submitted and covers the period from May 2024 to October 2024 for permanent and NPL roles. Previous papers have covered £100,000 or more pay outcomes from July 2017 onwards.

List of appendices to this report:

Appendix 1: Current Process Flow

Appendix 2: Permanent/Secondment/FTC Business Case

Appendix 3: NPL Business Case

A paper containing exempt supplemental information is included on Part 2 of the agenda

List of Background Papers:

None

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