



Tuesday, 22 February 2022

Dear Sir/Madam

A meeting of the Council will be held on Wednesday, 2 March 2022 in the Council Chamber, Council Offices, Foster Avenue, Beeston NG9 1AB, commencing at 7.00 pm.

Should you require advice on declaring an interest in any item on the agenda, please contact the Monitoring Officer at your earliest convenience.

Yours faithfully

Chief Executive

To Councillors:

E H Atherton	L A Lally
D Bagshaw	P Lally
S A Bagshaw	H Land
L A Ball BEM	R D MacRae (Mayor)
M Brown	G Marshall
B C Carr	J W McGrath
S J Carr	J M Owen
M J Crow	P J Owen
E Cubley	J P T Parker
T A Cullen	S Paterson
S Dannheimer	J C Patrick
S Easom	D D Pringle
L Fletcher	M Radulovic MBE
J C Goold	R S Robinson
D Grindell	P Roberts-Thomson
T Hallam	C M Tideswell
M Handley	I L Tyler
M Hannah	P D Simpson
R I Jackson	H E Skinner
E Kerry	D K Watts
S Kerry	E Williamson
H G Khaled MBE	R D Willimott

## AGENDA

### 1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.

3. MINUTES

(Pages 11 - 20)

The Committee is asked to confirm as a correct record the minutes of the meeting held on 15 December 2021.

4. MAYOR'S ANNOUNCEMENTS

5. REFERENCES

5.1 Pay award and review of allowances

(Pages 21 - 28)

Independent Remuneration Panel  
12 January 2022

The Panel considered the proposed pay award for 2022/23, that there should be a 2% increase in Member's allowances at an increased cost of approximately £5,619 per annum. It was noted that the employees' pay award was still being negotiated.

Consideration was also given to the change in governance that was due to take place from Committees to a Leader and Cabinet system. There was concern that, for a time, allowances would not fully reflect the roles being performed by Councillors and that they would not be fairly remunerated for the work they were doing. However, it was agreed that the new system would need time to bed in before fair judgements about allowances could be made.

The details of the Members allowances within this report are indicative, as the new Cabinet governance arrangements will be considered at the Full Council on 20 April 2022.

**RECOMMENDED to full Council that there should be a 2% increase in Member's allowances at an increased cost of approximately £5,619 per annum.**

6. PAY POLICY STATEMENT - 2022/23 (Pages 29 - 50)

To seek Council approval for the Pay Policy Statement for 2022/23.

7. CIVIC EVENT - FREEMAN/ALDERMAN OF THE BOROUGH (Pages 51 - 52)

To request to host a ceremony at which the status of Freeman or Alderman is conferred on those who have rendered eminent services to the Borough.

8. TO APPROVE THE REVENUE AND CAPITAL BUDGETS, CAPITAL STRATEGY, TREASURY MANAGEMENT STRATEGY, INVESTMENTS STRATEGY, MEDIUM TERM GENERAL FUND FINANCIAL STRATEGY AND FIX THE COUNCIL TAX FOR THE YEAR COMMENCING 1 APRIL 2022

Members should note that, in accordance with the Local Authorities (Standing Orders) (England) (Amendment Regulations 2014, there will be a recorded vote on this item).

The Finance and Resources Committee, at its meeting held on 10 February 2022, considered a report dealing with:

- Impact Analysis;
- Housing Revenue Account Budget and Council House Rents 2022/23;
- General Fund Revenue Budget 2022/23;
- Capital Programme 2022/23 to 2024/25;
- Capital Strategy 2022/23 to 2024/25;
- Treasury Management Strategy 2022/23 to 2024/25;
- Investments Strategy 2022/23 to 2024/25; and
- General Fund Medium Term Financial Strategy to 2025/26.

The report is available in the Members Room and is also included at <https://democracy.broxtowe.gov.uk/ieListDocuments.aspx?CId=143&MId=624&Ver=4>. Copies are also available upon request. The minutes which reflect the recommendations as agreed by the Committee are available at <https://democracy.broxtowe.gov.uk/ieListMeetings.aspx?Committeed=143>

The recommendations from that report have been referred to the Council for resolution and these are set out below together with the resolution to fix the Council Tax for the 2022/23 financial year.

The precept figures for Nottinghamshire County Council along with the Nottinghamshire and City of Nottingham Fire and Rescue Authority have not been confirmed at the time of printing these papers. These will be

considered and resolved at meetings to be held on 24 and 25 February 2022 respectively. Any changes resulting from these meetings will be reflected in sections 4 and 5 of the resolution and presented at the Council meeting on 2 March 2022.

**The Council is asked to RESOLVE that:**

**1. The recommendations arising from the Finance and Resources Committee meeting of 10 February 2022 as set out below be approved and adopted.**

- **The Housing Revenue Account budget as submitted be approved.**
- **The General Fund revenue budgets as submitted be approved.**
- **The capital submissions and priorities within them be approved.**
- **The Deputy Chief Executive be authorised to arrange the financing of the capital programme as necessary.**
- **An amount of £25,000 be provided for a General Contingency in 2022/23.**
- **The Council Tax Requirement for 2022/23 including special expenses (but excluding local precepting requirements) be £6,131,631.**
- **An amount of £3,296,871 be withdrawn from the General Fund reserves in 2022/23. This will include:**
  - a) **£350,871 from the overall General Fund balance.**
  - b) **£30,000 added to the General Fund earmarked reserves.**
  - c) **£2,976,000 from the Collection Fund Equalisation Reserve to cover the projected deficit relating to Business Rates in 2022/23. Earlier Central Government Funding received has been set aside for this purpose.**
- **The Capital Strategy 2022/23 to 2024/25 be approved.**
- **The Minimum Revenue Provision policy as set out be approved.**
- **The Treasury Management Strategy 2022/23 to 2024/25 be approved.**
- **The Investments Strategy 2022/23 to 2024/25 be approved.**
- **The General Fund Medium Term Financial Strategy to 2025/26 be approved.**

2. It be noted that, at its meeting on 6 January 2022, the Finance and Resources Committee approved the following amounts for the year 2022/23 in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012:

(a) 34,530.00 being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as its council tax base for the year.

(b) Part of the Council's area

Parish of Awsworth	606.78
Parish of Brinsley	695.96
Parish of Cossall	216.56
Parish of Eastwood	3,017.84
Parish of Greasley	3,727.31
Parish of Kimberley	1,855.54
Parish of Nuthall	2,266.30
Parish of Stapleford	4,178.70
Parish of Trowell	832.42
Beeston Special Expense Area	16,953.44

being the amounts calculated by the Council, in accordance with regulation 6 of the Regulations as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items relate.

The amount calculated for dwellings in those parts of its area to which no special item relates is 179.15.

3. The following amounts be now calculated by the Council for the year 2022/23 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 (the Act) as amended:

(a) £56,166,544 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act.

(b) £49,097,145 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act.

(c) £7,069,399 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 31A (4) of the Act, as its council tax requirement for the year.

(d) £204.73 being the amount at 3(c) above divided by the amount at 2(a) above, calculated by the

Council, in accordance with Section 31B of the Act, as the basic amount of its council tax for the year.

- (e) £962,728 being the aggregate amount of all special items (including parish precepts and special expenses) referred to in Section 34(1) of the Act.
- (f) £176.85 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by the amount at 2(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates.

(g) Part of the Council's Area

Parish of Awsworth	£311.40
Parish of Brinsley	£272.18
Parish of Cossall	£230.63
Parish of Eastwood	£215.30
Parish of Greasley	£237.80
Parish of Kimberley	£246.34
Parish of Nuthall	£230.13
Parish of Stapleford	£201.77
Parish of Trowell	£274.24
Beeston Special Expense Area	£178.32

being the amounts given by adding to the amount at 3(f) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 2(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate.

PART OF THE COUNCIL'S AREA	VALUATION BANDS							
	A £	B £	C £	D £	E £	F £	G £	H £
Parish of Awsworth	207.60	242.20	276.80	<b>311.40</b>	380.60	449.80	519.00	622.80
Parish of Brinsley	181.45	211.70	241.94	<b>272.18</b>	332.66	393.15	453.63	544.36
Parish of Cossall	153.75	179.38	205.00	<b>230.63</b>	281.88	333.13	384.38	461.26
Parish of Eastwood	143.53	167.46	191.38	<b>215.30</b>	263.14	310.99	358.83	430.60
Parish of Greasley	158.53	184.96	211.38	<b>237.80</b>	290.64	343.49	396.33	475.60
Parish of Kimberley	164.23	191.60	218.97	<b>246.34</b>	301.08	355.82	410.57	492.68
Parish of Nuthall	153.42	178.99	204.56	<b>230.13</b>	281.27	332.41	383.55	460.26
Parish of Stapleford	134.51	156.93	179.35	<b>201.77</b>	246.61	291.45	336.28	403.54
Parish of Trowell	182.83	213.30	243.77	<b>274.24</b>	335.18	396.12	457.07	548.48
Beeston Special Expense Area	118.88	138.69	158.51	<b>178.32</b>	217.95	257.57	297.20	356.64
All other parts of the Council's Area	117.90	137.55	157.20	<b>176.85</b>	216.15	255.45	294.75	353.70

being the amounts given by multiplying the amounts at 3(f) and 3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in Valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

4. That it be noted for the year 2022/23, the Nottinghamshire and City of Nottingham Fire and Rescue Authority, Nottinghamshire County Council and the Nottinghamshire Police and Crime Commissioner are proposing the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

PRECEPTING AUTHORITY	VALUATION BANDS							
	A £	B £	C £	D £	E £	F £	G £	H £
<b>Nottinghamshire County Council</b>	1,096.06	1,278.74	1,461.41	<b>1,644.09</b>	2,009.44	2,374.80	2,740.15	3,288.18
<b>Nottinghamshire Police and Crime Commissioner</b>	169.50	197.75	226.00	<b>254.25</b>	310.75	367.25	423.75	508.50
<b>Nottinghamshire and City of Nottingham Fire and Rescue Authority</b>	56.38	65.78	75.17	<b>84.57</b>	103.36	122.16	140.95	169.14



5. That, having calculated the aggregate in each case of the amounts at 3(h) and 4 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of council tax for the year 2022/23 for each of the categories of dwellings shown below:

PART OF THE COUNCIL'S AREA	VALUATION BANDS							
	A £	B £	C £	D £	E £	F £	G £	H £
<b>Parish of Awsworth</b>	1,529.54	1,784.47	2,039.38	<b>2,294.31</b>	2,804.15	3,314.01	3,823.85	4,588.62
<b>Parish of Brinsley</b>	1,503.39	1,753.97	2,004.52	<b>2,255.09</b>	2,756.21	3,257.36	3,758.48	4,510.18
<b>Parish of Cossall</b>	1,475.69	1,721.65	1,967.58	<b>2,213.54</b>	2,705.43	3,197.34	3,689.23	4,427.08
<b>Parish of Eastwood</b>	1,465.47	1,709.73	1,953.96	<b>2,198.21</b>	2,686.69	3,175.20	3,663.68	4,396.42
<b>Parish of Greasley</b>	1,480.47	1,727.23	1,973.96	<b>2,220.71</b>	2,714.19	3,207.70	3,701.18	4,441.42
<b>Parish of Kimberley</b>	1,486.17	1,733.87	1,981.55	<b>2,229.25</b>	2,724.63	3,220.03	3,715.42	4,458.50
<b>Parish of Nuthall</b>	1,475.36	1,721.26	1,967.14	<b>2,213.04</b>	2,704.82	3,196.62	3,688.40	4,426.08
<b>Parish of Stapleford</b>	1,456.45	1,699.20	1,941.93	<b>2,184.68</b>	2,670.16	3,155.66	3,641.13	4,369.36
<b>Parish of Trowell</b>	1,504.77	1,755.57	2,006.35	<b>2,257.15</b>	2,758.73	3,260.33	3,761.92	4,514.30
<b>Beeston Special Expense Area</b>	1,440.82	1,680.96	1,921.09	<b>2,161.23</b>	2,641.50	3,121.78	3,602.05	4,322.46
<b>All other parts of the Council's Area</b>	1,439.84	1,679.82	1,919.78	<b>2,159.76</b>	2,639.70	3,119.66	3,599.60	4,319.52

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## COUNCIL

WEDNESDAY, 15 DECEMBER 2021

Present: Councillor R D MacRae, Mayor

Councillors: D Bagshaw  
S A Bagshaw  
L A Ball BEM  
M Brown  
B C Carr  
S J Carr  
M J Crow  
E Cubley  
T A Cullen  
S Dannheimer  
S Easom  
L Fletcher  
J C Goold  
D Grindell  
T Hallam  
M Hannah  
R I Jackson  
E Kerry  
S Kerry  
H G Khaled MBE  
L A Lally  
P Lally  
H Land  
G Marshall  
J W McGrath  
J M Owen  
P J Owen  
J P T Parker  
S Paterson  
J C Patrick  
D D Pringle  
M Radulovic MBE  
R S Robinson  
P Roberts-Thomson  
C M Tideswell  
I L Tyler  
P D Simpson  
H E Skinner  
D K Watts  
E Williamson  
R D Willimott

Apologies for absence were received from Councillors E H Atherton and M Handley

39 SUSPENSION OF STANDING ORDERS

The Leader of the Council proposed that standing orders be suspended to allow Councillors who were attending virtually to speak at the meeting but not vote. The proposal was seconded by Councillor T Hallam.

**RESOLVED that standing orders be suspended to allow Councillors who were attending virtually to speak at the meeting but not vote.**

The Councillors that were present at the meeting for voting purposes were as follows: Councillors LA Ball BEM, M Brown, MJ Crow, E Cubley, S Easom, T Hallam, E Kerry, P Lally, H Land, R D MacRae, G Marshall, S Paterson, D Pringle, M Radulovic MBE, T Roberts-Thomson, H E Skinner, CM Tideswell, I L Tyler and E Williamson.

Councillor J C Patrick was present to receive a floral arrangement presented by the Mayor.

40 DECLARATIONS OF INTEREST

Councillor M J Crow declared a non-pecuniary interest in agenda item 19 as she knew one of the Independent Persons Minute number 57 refers.

Councillor S Easom declared a non-pecuniary interest in agenda item 13 as he was a Director on the Liberty Leisure board. Minute number 51 refers.

Councillors D Grindell and S Paterson declared a non-pecuniary interest in agenda item 6 as they were both Councillors at Stapleford Town Council. Minute number 44 refers.

41 MINUTES

The minutes of the meeting held on 13 October 2021 were confirmed and signed as a correct record.

42 MAYOR'S ANNOUNCEMENTS

The Mayor gave a résumé of his engagements since October. He thanked various schools and churches across the Borough who had helped collect food items for distribution across the many food banks.

The Mayor presented Councillor J C Patrick with a plant arrangement for her dedication and support to the Memory Café and Citizens Advice Bureau.

43 PRESENTATION OF PETITIONS

There were no petitions presented.

The Leader presented his report and stated that prevention of homelessness was the Council's aim, by ensuring that people were offered support and advice at the earliest opportunity. The Housing Options Team had managed over 370 cases, working with individuals and families who had been threatened with homelessness or were homeless.

The Leader was delighted with the work nearing completion of five flats for veterans at Stapleford. They would provide a welcome addition to the Council's housing stock for people who had served the Country and often faced difficulties in finding settled accommodation. He was also pleased with the cross party support for the new development scheme in the South of Broxtowe with the aim of 51 new homes for social rent and shared ownership.

It was stated that the Food Clubs that had been up and running across the Borough. Food clubs helped families purchase lower cost good quality fresh food and provided help and support to convert the food into nourishing family meals. He stated that the Council was working with the County Council to help people in need of extra support over winter. Nottinghamshire had been allocated £5.6 million to support households who would otherwise struggle to buy food, pay essential utility bills, or meet essential living costs. At least 50% of the funding was ring-fenced for vulnerable households with children.

The Leader announced that following approval in November of the six core projects from the Stapleford Town Deal Programme, The Town Deal Executive Board had announced the launch of the first project, The Town Centre Recovery Fund. A total of £1 million had been made available for the fund in Stapleford as part of the Towns Fund bid.

The Business Continuity Grant aimed to support business resilience and growth over the long term sustaining occupancy levels within Stapleford Town Centre and support existing businesses that were looking to expand the way they distribute their services. It was anticipated a maximum of £200,000 would be spent on this. The Building Development Fund would look at creating buildings for the future by improving accessibility, energy efficiency and the look and feel of Stapleford Town Centre. It was anticipated a maximum of £800,000 would be issued.

All Town and Parish Councils had been invited to submit proposals that met the criteria of the 'Welcome Back Fund' for initiatives to promote footfall to all of the Town Centres.

The Leader stated residents around Toton, Chilwell, Stapleford and Long Eaton had been asked for their views on a Strategic Masterplan for the development of the area around Toton. The consultation would close on 14 January 2022. The closure of the historic Chetwynd Barracks and the potential of the large and important Toton strategic growth area provided a once in a lifetime opportunity to map out the future for the area, create significant numbers of jobs, cycle pathways, green spaces, new schools, healthcare facilities and modern communities, that would offer affordable and carbon neutral homes. Leaflets had been sent to over 80,000 residents asking for their views. People could view the plans and leave their comments in a 'virtual' display room.

The Leader stated that five Broxtowe open spaces had retained their Green Flag awards. During COVID-19 the parks had become popular as people had stayed local during the restrictions. The Leader thanked the environment team who worked tirelessly to ensure the parks and open spaces were in good condition. Thanks were given to Chris Riley for his work on securing funding contributions of £50,000 for Pasture Road park.

The Green rewards scheme had been launched in Broxtowe. The Leader explained that the app people can use helped guide and incentivise the behaviour and help to reduce their carbon footprint. Residents could sign up to Green Rewards for free at <https://notts.greenrewards.co.uk/> Broxtowe residents had so far avoided emitting 11 tonnes of Carbon.

The Council had undertaken a significant amount of tree planting along with the additional investment of a rainbow of twelve cherry trees at Mansfield Road recreation ground, Eastwood to create a place of reflection for people who had lost loved ones during the COVID-19 pandemic.

The Leader updated Members that nearly 200 people in Broxtowe had given up smoking in the year ending March 2021 after being referred to “Your health Your Way” A new smoking reduction plan had been approved.

#### 45 PUBLIC QUESTIONS

There were no public questions.

#### 46 MEMBERS' QUESTIONS

The following question had been submitted by Councillor D D Pringle for the Chair of the Planning Committee:

“Erewash Borough Council Reference ERE/1221/0002

The former Stanton Ironworks Site has been purchased and is due to be developed by Verdant Regeneration.

The application states that the new development plans will reintroduce the use of the railway line whilst developing a range of units that will total 2 million sq. ft of industrial space. The New Stanton Park rail has a direct link to the midland mainline allowing it to become a key distribution point for materials being imported and exported efficiently throughout the UK and beyond.

The application is very detailed and deserves close scrutiny and attention being paid to it by both Broxtowe Borough Council and Nottinghamshire County Council Planning Departments.

Trowell Parish Council are consultees, in my position as both a Ward Councillor and Parish Councillor I have looked at the Application.

It would appear to be a very good proposal, as it regenerates the Stanton Site, which will result in local Employment Opportunities during both the Construction and Operating phases.

Where it needs to be scrutinised closely is the access and egress for the site, it is in Derbyshire, so logically you would expect them to be using the current access to Junction 25 of the M1 passing through Sandiacre.

However, it would appear to be proposing that traffic should pass through Broxtowe to access the M1 at Junction 26.

They plan to widen the A6007, at the mini roundabout, Pasture Road, Trowell Road and Ilkeston Road.

Similar widening, with the addition of a traffic light system is proposed for the A6007 double mini roundabout on Ilkeston Road, Hickings Lane and Coventry Lane.

There is a proposal to reinstate the Railway Line which is great, but there will still be substantial amounts of road freight to service the 2 million square foot of warehousing.

The site is adjacent to Quarry Hill Industrial Estate, which already creates substantial HGV traffic through Trowell on the A609, through Stapleford on the A6007 and Moorbridge Lane. Traffic for the Stanton proposal will, as happens now, still use the A609, A6007 and Moorbridge Lane to access the development, which has the potential to further exacerbate the problems currently suffered by Trowell and Stapleford Residents

If this proposed access/egress is not challenged, HGV traffic will only be using approximately half a mile of Derbyshire County Council maintained roads, with most of it using roads maintained by Nottinghamshire County Council. As both Derbyshire and Erewash Councils will benefit from the business rates generated, is not therefore logical for them to provide the Road Network needed.

Can I ask, that this application, if it isn't currently happening, be studied closely by both Nottinghamshire and Broxtowe Planning Departments, and responded to, the closing date is currently 4 of January 2022."

Councillor D K Watts responded that he was aware of the application and the Council would write a detailed response. He stated that traffic was a problem and although it was a Nottinghamshire County Council issue Broxtowe would be making its views known to them. The impact on Broxtowe would be considerable as existing roads were already at capacity. This could be a significant problem if there were too many HGVs and would be noisy and cause a disturbance to residents.

#### 47 MEMBERS' SPEECHES ON WARD ISSUES

Councillor T Roberts-Thomson updated Members on matters in relation to her ward and stated that commuting residents of Attenborough could not return home due to the decision to remove trains from Nottingham to Matlock and vice versa between the hours of 4pm-6pm. In addition, it was requested that East Midlands Railway and the Council work together to encourage safety at the Meadow Lane crossing in Attenborough.

Councillor H Skinner informed Members that a book called 'Friends of Toton Fields' written by a Toton resident had sent a copy to each Councillor. Members thanked the author for the kind gesture.

48 QUESTIONS ON OUTSIDE BODIES

There were no questions on outside bodies.

49 APPOINTMENTS TO COMMITTEES AND WORKING GROUPS

Members were informed of changes to appointments to Committees and Working Groups.

**RESOLVED that Councillor I L Tyler be replaced by Councillor B C Carr as Chair of the Leisure & Health Committee, and Councillor B C Carr be replaced by Councillor I L Tyler as Vice Chair of the Housing Committee.**

50 APPOINTMENTS TO OUTSIDE BODIES

Members considered the appointment and recommended that Councillor H Skinner be appointed to the Greater Nottingham Groundwork Trust.

**RESOLVED the appointment of Councillor H Skinner to the Greater Nottingham Groundwork Trust.**

51 APPOINTMENTS TO THE LIBERTY LEISURE LTD BOARD OF DIRECTORS

Members were updated of the outcome at the Liberty Leisure Board Meeting held on 14 December 2021 at which it was recommended that -Mr Jamie Bennett be appointed to the Board of Directors.

**RESOLVED the amendments to the Directors of the Board of Liberty Leisure Limited.**

52 DECISIONS FROM COMMITTEE MEETINGS

Members noted the decisions made by the Council's Committees.

53 NOTICE OF MOTION

53.1 THE FOLLOWING MOTION HAD BEEN RECEIVED FROM COUNCILLOR D K WATTS:

"Broxtowe Borough Council notes with dismay the proposal to fell ten trees on Ilkeston Road in Stapleford for the creation of a new cycle path. These trees are perfectly



healthy and this proposed felling is completely unnecessary. Broxtowe Borough Council calls on Nottinghamshire County Council to ensure that these plans are changed to avoid the felling of these trees”

Members debated the proposal to fell ten trees on Ilkeston Road. It was stated that it was unclear as to the reason behind why the trees had been marked. Queries were raised regarding Members being on the Planning Committee and being pre-determined and legal advice was sought.

An amendment to the proposal by Councillor T Hallam and was accepted by Councillor D K Watts. The motion read as follows:

"Broxtowe Borough Council notes with dismay the proposal to fell ten trees on Ilkeston Road in Stapleford for the creation of a new cycle path. These trees are perfectly healthy and this proposed felling is completely unnecessary. Broxtowe Borough Council calls on all appropriate bodies to take proactive measures to ensure that the trees are preserved”

On being put to the meeting, the motion was passed.

53.2 THE FOLLOWING MOTION HAD BEEN RECEIVED FROM COUNCILLOR M RADULOVIC MBE:

“Following the announcement of the Integrated Rail Plan (IRP) this Council expresses its concern regarding future funding of the East Midlands Levelling Up agenda.

a) In the light of the changes announced by the IRP Broxtowe Borough Council calls on the government, through the East Midlands Development Corporation, to fully fund the review of the business case for the Toton Masterplan and the HS2 growth strategy to ensure:

1. A clear fully funded connectivity package for Toton to include:
  - tram connectivity to a new station;
  - the provision of wider transport improvement connectivity to the areas of Trowell, Eastwood and Kimberley, Nuthall and beyond to ensure levelling up these areas and to connect them to skills and economic growth opportunities;
  - wider road infrastructure improvements for Toton including improvements to Bessel Lane and connectivity to the A52 and M1.
2. The fully funded delivery of the full aspiration of the Toton/Erewash Valley environmental vision of networked green and blue infrastructure.
3. A national centre for biodiversity at Toton.
4. A national skills centre at Toton.
5. The delivery of the full ambition of high quality jobs and economic growth at Toton rather than a watering down of this ambition in favour of more or lower quality housing development.
6. The delivery of well integrated high quality spacious environmentally sustainable homes in accordance with the original masterplan vision.
7. Electrification of the Midlands Main Line as an immediate priority.

b) Previous Midlands Connect proposals were that there should be a rail link from Parkway to the airport to facilitate freight and passenger connection, which would be

supported. This Council also supports an alternative proposal to run trains out of Nottingham via Ilkeston which will enable a station to be built at Toton. There would have to be a significant review of traffic movement in the Trent Junction area.

c) Further to the announcement of the HS2 built at Parkway, the line for the HS2 is reserved for potential future development and has reserved the line proposals. This has caused considerable concern in communities across Broxtowe and neighbouring authorities because of the blight that continues because of the reserved line. This Council therefore calls on the government to make a definitive decision on the future of HS2 leg northern link to end the uncertainty and bring to a conclusion any further speculation.”

The motion was seconded by Councillor T Hallam.

Following discussion, it was agreed by Councillor M Radulovic MBE and Councillor T Hallam that the following be removed.

- Point 8. The revised HS2 east link now infers the line will stop at East Midlands Parkway.
- Point 9. Previous Midlands Connect proposals were that there should be a ‘heavy’ rail link from parkway to the airport to facilitate passenger connection, which would be supported. This Council also supports an alternative proposal to run trains out of Nottingham via Ilkeston which will enable a station to be built at Toton. There would have to be significant review of traffic movement in the Trent Junction area.

Furthermore, an additional point be added to include the wording b) Previous Midlands Connect proposals were that there should be a rail link from Parkway to the airport to facilitate freight and passenger connection, which would be supported. This Council also supports an alternative proposal to run trains out of Nottingham via Ilkeston which will enable a station to be built at Toton. There would have to be a significant review of traffic movement in the Trent Junction area.

On being put to the meeting, the motion was carried.

## 54 REFERENCES

### 54.1 ALCOHOL AND ENTERTAINMENTS COMMITTEE

Members considered the Statement of Licensing Policy and commented they would like to see some form of monitoring within local operators to look out for signs of addiction and offer training to the operators to recognise the signs.

**RESOLVED that the Statement of Licensing Policy be approved for adoption for publication by 3 January 2022 and implementation on 31 January 2022.**

55 CHANGES TO GOVERNANCE ARRANGEMENTS/DRAFT PROGRAMME OF MEETINGS FOR MAY 2022 TO APRIL 2023

Members noted the draft programme of meetings for May 2022 to April 2023 for Cabinet, Council, Governance, Audit and Standards Committee and Planning Committee and issues in relation to the changes to governance arrangements. Concern was raised about Council being the same week as Cabinet and where possible if meetings could move away from 3 or 4 meetings within a week. It was assured that the new Cabinet structure would meet proportionality of the Council.

**RESOLVED that:**

- 1. A budget of up to £10,000 be approved for the appointment of external support for the necessary amendments to the Constitution.**
- 2. A working group be formed to consider the necessary arrangements prior to a further report being submitted to Full Council.**

56 EXTERNAL AUDITOR APPOINTMENTS - DECISION TO OPT INTO THE NATIONAL SCHEME MANAGED BY PUBLIC SECTOR AUDIT APPOINTMENTS AS THE 'APPOINTING PERSON'

Members welcomed the proposals to appoint the external auditor to the Council for the accounts for the five-year period from 2023/24.

**RESOLVED that the Council accepts the Public Sector Audit Appointments' invitation to opt into the sector-led option for the appointment of external auditors to principal Local Government and Police bodies for five financial years from 1 April 2023 be approved.**

57 APPOINTMENT OF INDEPENDENT PERSON

Members were informed of the two Independent Persons appointments for a term of four years in line with the arrangements under Section 28 of the Localism Act 2011 for dealing with Member Code of Conduct complaints. Recruiting at least two Independent Persons would ensure the Council is following best practice recommendations.

**RESOLVED that David Halstead and Clare Jordan be appointed to serve as Independent Persons from 12 January 2022 for the terms of four years and the current Independent Person, Lynda Ogilive to remain in post until 31 March 2022.**

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## Report of the Deputy Chief Executive

**PAY AWARD AND REVIEW OF ALLOWANCES**1. Purpose of report

To inform the Panel of the proposed pay allowance rates for members for 2022/23 based on the proposed Cabinet governance model.

2. Background

As part of the budget setting process for 2022/23 an award of 2% per annum across the payroll has been allowed for in the budget for 2022/23.

In accordance with the Scheme of Members' Allowances approved by the Panel in September 2015, Member allowance rates should increase in line with any employee pay award. Accordingly, a proposed increase of 2% has been applied and the proposed new allowance rates are shown in appendix 1.

It should be noted that the current rates shown in the appendix relate to the proposed Cabinet model. It is expected that The Council will formally adopt the Cabinet system of governance at its full Council meeting in May 2022 in line with all other models of governance in place across councils in Nottinghamshire. The report has been based on a proposed model of governance which will require full Council approval.

Comparative data from other authorities in Nottinghamshire is included in appendix 2 to assist the Panel with its deliberations.

3. Financial implications

For comparative purposes, the impact of the proposed 2% increase is shown in appendix 1. The full impact of a 2% increase, should it be accepted, would be £5,619 per annum from 2022/23.

**Recommendation**

**The Committee is asked to CONSIDER the report and RECOMMEND accordingly.**

Background papers

Nil

## APPENDIX 1

## Revised Members' allowances following proposed 2% increase

	<u>No. applying</u>	<u>Current rate £</u>	<u>Revised rate (£)</u>
<b>Basic Allowance</b>	44	3,816	3,892
<b><u>Special Responsibility Allowances:</u></b>			
- Leader	1	13,829	14,105
- Deputy Leader	1	6,223	6,347
<b><u>Cabinet Members</u></b>			
- Leader/Chair	1	4,840	4,937
- Deputy Leader/Vice Chair	1	4,840	4,937
- Portfolio/Finance	1	4,840	4,937
- Portfolio/Housing	1	4,840	4,937
- Portfolio/Environment	1	4,840	4,937
- Portfolio/Jobs and Economy	1	4,840	4,937
- Portfolio/Community Safety	1	4,840	4,937
- Portfolio/Leisure and Health	1	4,840	4,937
- Member Without Portfolio	2	3,188	3,251
<b><u>Scrutiny Chairs</u></b>			
- Overview and Scrutiny Chair	1	4,840	4,937
- Vice Chair	1	805	821
- Scrutiny/Finance, Housing, Environment	1	4,840	4,937
- Vice Chair	1	805	821
- Scrutiny/ Jobs and Economy, Community Safety, Leisure and Health	1	4,840	4,937
- Vice Chair	1	805	821
<b><u>Quasi-Judicial Committees, Board etc.</u></b>			
- Chair:			
o Planning	1	3,459	3,528
o Licensing Committee	1	2,766	2,821
o Housing Payments Committee	1	1,382	1,409
o Governance, Audit and Standards	1	2,074	2,115
- Vice chair:			
o Planning	1	692	705
o Licensing Committee	1	553	564
o Housing Payments Committee (prev. Review Board)	1	276	281
o Governance, Audit and Standards	1	276	281
- Members of Licensing Committee	12	8,304	8,470
- Independent Person			

	2	2,764	2,819
<u>Political Groups – Additional Allowance</u>			
- Leader of Opposition	1	1,382	1,410
- Business Manager	2	1,734	1,768
-			
<u>Civic</u>			
- Mayor	1	4,840	4,937
- Deputy Mayor	1	1,382	1,410
<u>Outside Bodies</u>			
- Health Lead	1	1,125	1,147
- Chair of Broxtowe Partnership Health Task Group	1	1,125	1,147
- Police and Crime Panel	1	692	706

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## APPENDIX 2

Current Comparative Data

	Committee	Committee	Cabinet	Cabinet	Cabinet	Cabinet	Mayor
Role	Broxtowe	Newark	Rushcliffe	Ashfield	Gedling	Bassetlaw	Mansfield
Leader	13,931.00	14,175.00	15,861.00	19,851.84	14,787.15		
Deputy Leader	6,269.00	2,834.00	9,385.00	14,888.88	11,829.72		
Cabinet Chair						7,689.00	
Cabinet Vice Chair						3,280.00	
Cabinet Member			6,183.00	11,911.10	7,393.58	5,741.00	15,364.25
Cabinet Majority group Liaison						1,845.00	
Cabinet Minority Group Liaison						4,324.00	
Cabinet Other Groups Liaison						1,512.00	
Leader of Main Opposition	1,392.00	4,906.00	5,108.00	4,962.96	4,929.95		
Leader of Main Opposition not on Cabinet							1,098.28
Leader of Minority Opposition		839.00	2,573.00		308.25		
Opposition spokesperson on Functional Committees		1,065.00					
Chairs of Functional Committees	4,875.00	5,777.00					
Vice Chair of Policy and Finance		1,065.00					
Vice Chair of Functional Committees	1,606.00	1,065.00					
Planning Chair	3,484.00	5,777.00		7,940.74	5,175.50	3,178.00	10,653.17
Planning Vice Chair	697.00	1,065.00		2,977.78		1,128.00	

Role	Committee Broxtowe	Committee Newark	Cabinet Rushcliffe	Cabinet Ashfield	Cabinet Gedling	Cabinet Bassetlaw	Mayor Mansfield
Planning Minority Spokesperson						1,007.00	
Planning committee Member						718.00	
Licensing chair	2,787.00	3,411.00	1,309.00	3,970.36	5,175.50	2,153.00	8,339.00
Licensing Vice Chair	557.00	501.00				410.00	
Licensing Member (Per meeting)						25.00	
Audit Chair		1,956.00	3,573.00		3,696.79	3,178.00	3,000.00
Audit Vice Chair			1,191.00			615.00	
Governance, Audit and Standards Chair	2,089.00						
Governance, Audit and Standards Vice Chair	278.00						
Overview and Scrutiny Chair				7,940.74	3,696.79	3,178.00	7,689.95
Overview and Scrutiny Vice Chair				2,977.78		615.00	
Scrutiny Panels Chair				5,955.55			
Scrutiny Panels Vice Chair				1,687.41			
Business Manager for Majority	850.00				4,469.63		
Business Manager for Minority					1,233.00		
Mayor	4,875.00				5,545.18		54,863.38
Deputy Mayor	1,392.00				1,848.39		18,546.54
Policy Advisor					1,848.39		
Basic Allowance	3,741.00	5,124.00	5,568.00	6,717.00	4,305.24	4,744.00	6,385.95

	<b>Committee</b>	<b>Committee</b>	<b>Cabinet</b>	<b>Cabinet</b>	<b>Cabinet</b>	<b>Cabinet</b>	<b>Mayor</b>
<b>Role</b>	<b>Broxtowe</b>	<b>Newark</b>	<b>Rushcliffe</b>	<b>Ashfield</b>	<b>Gedling</b>	<b>Bassetlaw</b>	<b>Mansfield</b>
<b>Chairman</b>	4,875.00	3,360.00				8,099.00	2,873.55
<b>Vice chairman</b>	1,392.00					2,563.00	1,183.67
<b>Standards Committee Chair</b>			1,309.00	3,970.36	1,478.72		
<b>JCSC Committee Chair</b>					1,478.72		
<b>Development Control Committee Chair</b>			2,629.00				
<b>Development Control Committee Vice Chair</b>			1,309.00				
<b>Performance Management Board Chair</b>			3,573.00				
<b>Performance Management Board Vice Chair</b>			1,191.00				
<b>Partnership Delivery Group Chair</b>			3,573.00				
<b>Partnership Delivery Group Vice Chair</b>			1,191.00				
<b>Place Shaping and Community Engagement Group Chair</b>			3,573.00				
<b>Place Shaping and Community Engagement Group Vice Chair</b>			1,191.00				
<b>Total Budget</b>	<b>287,397.24</b>	<b>263,150.00</b>	<b>330,000.00</b>	<b>467,940.00</b>	<b>293,200.00</b>	<b>318,324.71</b>	<b>427,794.00</b>

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## Report of the Executive Director

**PAY POLICY STATEMENT – 2022/23**1. Purpose of report

To seek Council approval for the Pay Policy Statement for 2022/23.

2. Background

Section 38 of the Localism Act 2011 requires local authorities to publish an annual Pay Policy Statement. The purpose of the statement is to increase accountability in relation to payments made to senior members of local authority staff by enabling public scrutiny.

3. Detail

The Pay Policy Statement for 2022/23, distributed with the agenda, sets out, among other items, the Council's policies relating to the remuneration of its senior officers (those at Head of Service level and above), the remuneration of its lowest paid employees and the relationship between the remuneration of its senior officers and the remuneration of its employees who are not senior officers.

The Pay Policy Statement must be approved by a resolution of the full Council before 31 March immediately before the financial year to which it relates. The Pay Policy Statement may be amended by resolution during the year and must be published on the Council's website as soon as possible after approval. Publishing the Pay Policy Statement also meets requirements under the Code of Recommended Practice for Local Authorities on Data Transparency.

Appendix 1 shows the changes that have occurred in this document from the Pay Policy 2021/22. The Pay Policy is included at appendix 2.

**Recommendation**

**The Council is asked to RESOLVE that the Pay Policy Statement for 2022/23 be approved.**

Background papers

Nil.

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## APPENDIX 1

Policy Section	Suggested Change	Reason for Change
Throughout the Policy	Change 2021/22 to 2022/23	To ensure the Pay Policy is updated for 2022/23.
4. Evaluation of Roles at Broxtowe Borough Council	Removal of reference to Senior Officer evaluations from 2015.	A number of evaluations on Senior Officer posts since 2015 has taken place meaning this reference is no longer necessary.
11. Market Related Pay	Paragraph explaining the introduction of a Market Supplement Policy and the removal of the Scarcity Rating.	Market Supplement Policy introduced during 2021/22 with the Scarcity Rating being removed at the same time.
15. Chief Officers Leaving Service i) Redundancy Payments	Update regarding the cap on Exit Payments to employees and the effect on VR calculations at the Council.	The cap was introduced in November 2020 and revoked in February 2021.
17. Payments made in connection with Electoral Services Functions	Sentence in relation to appendix 5 removed.	Appendix 5 has been removed.
19. Definition of Lowest Paid Employee	Additional sentence explaining ratio calculation.	Explanation of why there's been no change from the 2021/22 Pay Policy.
20. Ratio of Pay	Change January to November.	Update for the 2022/23 Pay Policy
22. Gender Pay Gap	Gender Pay Gap figures changed.	Update for the 2022/23 Pay Policy
22. Gender Pay Gap	Sentence included to state the previous year's Gender Pay Gap (2019/20).	To provide context for the Gender Pay Gap figures.
23. Real Living Wage	Change Foundation Living Wage to Real Living Wage	To bring the current wording up to date.
23. Real Living Wage	Change May to November	To confirm when the Real Living Wage will be announced.
23. Real Living Wage	Sentence to explain the current situation regarding the pay award.	To identify the difficulties in assessing how the bottom of the Broxtowe Local Pay Scales will compare to the Real Living Wage.
Appendix 5 – County Council Elections	Removed	Not applicable for 2022/23.

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# Pay Policy

**2022 - 2023**

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## **PAY POLICY 2022 – 2023**

### **1. Introduction**

The Council is required to publish a Pay Policy Statement by 31 March each year in accordance with Section 38 of the Localism Act 2011. The purpose of this Statement is to set out the Council's guiding principles of its current reward system and increase accountability in relation to the total remuneration of its Chief Officers by enabling public scrutiny of that remuneration.

### **2. Main Principles**

This policy statement confirms the Council's on-going commitment to operate transparent pay systems, whilst recognising that its reward system must be affordable and at the same time support the requirement to provide excellent customer service in accordance with its corporate objectives.

The importance of managing pay fairly will mean that the Council will be able to:

- attract, motivate and retain appropriately talented people who make a positive contribution to improve the Council's performance and meet future challenges;
- reflect the market for comparable jobs, with skills and competencies required to meet agreed delivery and performance outcomes;
- appropriately reward and value employees for their work;
- operate within the provisions of Chief Officers' pay and conditions as set out in the Joint Negotiating Committee for Chief Executives and Chief Officers of Local Authorities;
- Operate within the provisions of the national agreement on pay and conditions of service as set out in the National Joint Council for Local Government Services.

### **3. Scope of the Policy**

Whilst this policy specifically covers those employees defined as a Chief Officer within the Local Government and Housing Act 1989, it also makes reference to other levels of employees within the organisation.

The term 'Chief Officer' and 'Deputy Chief Officer' referred to in this policy (and for the purposes of this pay policy statement only) includes:

- a. the Head of Paid service designated under Section 4 of the Local Government and Housing Act 1989 (the Chief Executive);
- b. the Monitoring Officer designated under Section 5 of that Act.
- c. a statutory Chief Officer mentioned in Section 6 of that Act (Section 151 Officer also Deputy Chief Executive);

- d. a non-statutory Chief Officer mentioned in Section 7 of that Act (one Director by virtue of reporting directly to the head of paid service);
- e. a Deputy Chief Officer mentioned in section 8 of that Act (all Heads of Service by virtue of reporting directly to statutory and non-statutory Chief Officers).

The Council has decided for completeness and transparency to publish information which includes all posts at Heads of Service / Deputy Chief Officer level. These roles are identified in the Chief Officers' Remuneration Table at appendix 3

#### **4. Evaluation of Roles at Broxtowe Borough Council**

In accordance with the national requirement for all local authorities to review their pay and grading frameworks to ensure fair and consistent practice, all job roles within the Council's structure up to but not including Head of Service level were taken through a comprehensive job evaluation process using the Greater London Provincial Council (GLPC) scheme with implementation of changes to pay and grading taking place on 1 March 2011.

The Council's pay framework for its Chief Executive, Chief Officers and Heads of Service was also considered and revised with changes implemented on 1 March 2011, with the grade for each role being determined by a consistent job evaluation process using the Hay scheme.

The job evaluation process is now embedded within the Council's pay and grading systems and all senior officer roles continue to be evaluated using the Hay scheme for Chief Officers or the Greater London Provincial Council (GLPC) scheme for all other posts to ensure that pay rates are equitable and non-discriminatory. All posts are re-evaluated where significant changes occur.

#### **5. Broxtowe Local Pay Scale for Senior Officers**

The Broxtowe Local Pay Scale for Senior Officers (BLPSSO) contains seven pay grades. The scale is increased in line with the annual national Joint Negotiating Committee pay award.

#### **6. Broxtowe Local Pay Scale for all Posts below Head of Service Level**

The Council also adopted a local pay scale (BLPS) for all posts below Head of Service level and this is shown, together with the relevant job evaluation points score for each grade, at appendix 2. Whilst the Council has adopted a local pay scale for this group of employees, it continues to recognise the National Joint Council annual pay award for the Broxtowe Local Pay Scale appendix 2 and Scale of Local Allowances appendix 2a. The Council will apply the agreed National Joint Council annual pay award for 2022/23 with effect from 1 April 2022 once it is known.

#### **7. Terms and Conditions of Employment for Chief Officers**

The terms and conditions of employment for Chief Officers are subject to collective agreements negotiated with the trade unions recognised by the Council. Agreements reached nationally are set out in the Scheme of Conditions of Service of the Joint

Negotiating Committee for Chief Officers. In addition, the Council makes local agreements which are included within the Conditions of Service for Broxtowe employees.

i) Working Hours

Working arrangements for Chief Officers are nominally one of 37 hours (for full time positions), however the seniority and nature of the posts will necessitate the working of additional hours for which there is no additional payment. The grading of the post takes account of the requirement to work outside of the normal working week.

ii) Whole-Time Service

Chief Officers are required to devote their whole-time service to the work of the Council and should not engage in any other business or take up any other additional appointment without the express consent of the Council.

iii) Allowances

Chief Officers are entitled to the reimbursement of one professional fee and one legal practising certificate (if appropriate). All Chief Officer posts hold designated car user status.

iv) Leave Entitlement

Annual leave entitlement for Chief Officers is 33 days increasing to 35 after 5 years local government service and 37 days after 10 years Broxtowe Borough Council service, plus 8 statutory days.

v) Sickness Entitlement

Sickness entitlement for Chief Officers is in accordance with the provisions of the local government sickness scheme.

vi) Pension

All Chief Officers are entitled to participate in the Local Government Pension Scheme.

## **8. Performance Related Pay/Bonus Scheme**

Broxtowe Borough Council does not operate a performance related pay or bonus scheme for Chief Officers.

Exceptional effort from employees can be rewarded by accelerating increments within the grade band they occupy. The costs of accelerated increments have to be met from existing budgets.

## **9. Honoraria and Ex-Gratia Payments**

The Council operates an Honoraria and Acting Up Payments Policy, the application of which for Chief Officers requires prior Personnel Committee approval.

## **10. Expenses**

In accordance with nationally agreed terms, the Council pays reasonable out-of-pocket expenses actually incurred.

## **11. Market Related Pay**

The grading structures that were introduced for all employees in 2011 were aimed at meeting the current and/or market position for most jobs. The Council introduced a Market Supplement Policy on 29 June 2021 to replace the scarcity rating system. The Market Supplement policy allows the Council more flexibility in meeting the current market value for different job roles, ensuring any issues with the retention or recruitment of staff are minimised.

## **12. Recruitment of Chief Officers**

In accordance with Standing Orders 8.14 within the Council's Constitution, where any vacancy occurs in the post of Chief Executive, Monitoring Officer, Chief Financial Officer (Section 151), Chief Officer or Deputy Chief Officer, the Council or a committee of the Council will determine whether to fill the vacancy or otherwise. The Council or committee will also approve an interview committee prior to the commencement of the recruitment process. The full details of the recruitment process can be found within the Constitution, available on the Council's website.

## **13. Remuneration of Chief Officers on Recruitment**

Recruitment to the Council will normally be to the first point of the relevant scale designated to the Chief Officer post or will reflect a level commensurate with a candidate's existing skills and experience in the job. This practice applies to all new employees at the Council.

## **14. Levels and Elements of Remuneration for each Chief Officer**

The table at appendix 3 provides a breakdown of the elements of remuneration for each Chief Officer at the Council.

## 15. Chief Officers Leaving Service

### i) Redundancy payments:

The Council's Redundancy and Re-organisation Policy applies equally to all employees across the organisation, including Chief Officers. The Council's policy operates in accordance with section 220 of the Employment Rights Act 1996. A week's pay is therefore calculated in accordance with the statutory maximum redundancy amount. Approval for any Chief Officer post under the Redundancy Policy must be given by Personnel Committee.

In a report approved by Cabinet on 23 September 2014, a temporary enhancement of the Council's Voluntary Redundancy (VR) Scheme was again extended for the period 1 October 2014 and 30 September 2015 and further extended to March 2016. A report to committee in May 2016 confirmed these arrangements would remain in place until changes in governing exit packages has been agreed.

The temporary enhancement allows for successful VR applications to be based on actual week's pay rather than statutory entitlement at all levels of employee up to and including Chief Executive. The payback of any pension strain and redundancy costs must however be covered by savings within three years. The enhancement is aimed at providing employees with greater flexibility and give the Council the opportunity to restructure the workforce around the VR application providing additional opportunities for career development.

The £95,000 cap on exit payments came into effect on 4 November 2020. On 12 February 2021 HMRC announced the regulations regarding exit payments would be revoked. Should the cap on exit payments be reinstated the enhanced VR Scheme will be reviewed.

### ii) Severance Payments – Regulation 6 of the Local Government (Early Termination of Employment/Discretionary Compensation) (England and Wales) Regulations 2006.

The Council may apply discretion on the use of severance payments for employees leaving the Council where criteria such as ill-health retirement or early retirement cannot be met, for example termination on the grounds of efficiency, or where employees have long service and there is a financial and organisational benefit to the Council. Posts at Chief Officer level would need to be approved either by Personnel Committee or full Council.

### iii) Flexible Retirement (Regulation 18, of The Local Government Pension Scheme) (Benefits, Membership and Contributions) Regulations 2007

The Council operates a flexible retirement scheme which is available for all employees to apply for, including Chief Officers, subject to the appropriate criteria being met. Under this policy Personnel Committee is required to provide approval for posts at Chief Officer level.

The policy states that, other than in very exceptional circumstances, the Council will not waive the costs of early release of pension.



iv) Early Retirement – Members of the Local Government Pension Scheme

Employees, including Chief Officers, may apply to the Council for consideration of early retirement if they are over the age of 55. Any pension and lump sum which may be payable has to be reduced by percentages decided by an actuary.

If, in the Council's opinion, there are grounds of compassion which are fair and justifiable. Any request by an employee (at any level) for the discretion to be exercised must clearly establish real and ongoing reasons to substantiate why the discretion should be allowed. The cost of approval must be given proper weight and all applications would be considered by Personnel Committee.

v) Augmentation of Scheme Membership on Termination of Employment (Regulation 12, of The Local Government Pension Scheme) (Benefits, Membership and Contributions) Regulations 2007

Applications from officers at all levels (including Chief Officers) will only be considered under this discretion in circumstances that are exceptional or specifically determined by Policy and Performance Committee.

**16. Additional Payments Made to Chief Officers – Election Duties**

The Chief Executive is nominated as the Returning Officer. In accordance with the national agreement, the Chief Executive is entitled to receive and retain the personal fees arising from performing the duties of Returning Officer, Acting Returning Officer, Deputy Returning Officer or Deputy Acting Returning Officer and similar positions which he or she performs subject to the payment of pension contributions thereon, where appropriate.

The role of Deputy Returning Officer will be assigned to the required officers working on the election. Deputy Returning Officers will receive payment in accordance with appendix 4.

Payments to the Returning Officer are governed as follows:

- for national elections, fees are prescribed by legislation;
- for local elections, fees are determined within a local framework used by other district councils within the county. This framework is applied consistently and is reviewed periodically by lead Electoral Services Officers within Nottinghamshire.

As these fees are related to performance and delivery of specific elections duties, they are distinct from the process for the determination of pay for Senior Officers.

**17. Payments made in connection with Electoral Services Functions**

Fees for all staff employed in connection with the electoral services function are reviewed and approved by Personnel Committee or Full Council as and when appropriate. The proposed staff fees for electoral services is shown in appendix 4.

## **18. Publication of and Access to Information Relating to Remuneration of Chief Officers**

The Council publishes information relating to the remuneration of its Chief Officers on its website and which it updates annually. The Council also publishes each year within its annual Statement of Accounts, the salary and fees of all Chief Officers and Deputy Chief Officers whose earnings exceed £50,000.

## **19. Definition of Lowest Paid Employee**

In April 2020 grade 2 and grade 3 were reduced to one spinal point within the grade. This provided balance to both grades 2 and 3. The lowest evaluated score in accordance with the GLPC job evaluation scheme remains the post of cleaner with 202 points and this falls within grade 2 of the Broxtowe Local Pay Scale.

On 1 October 2021 the salary difference between the lowest paid employee and the highest paid employee will be £96,765. This amount remains unchanged from the Pay Policy 2021/22 as the 2021/22 pay award has not yet been agreed.

## **20. Ratio of Pay**

The ratio of the pay of the Council's top earner (Chief Executive) to that of its median earner is currently 5.37:1. This calculation of the pay multiple is based on base salary as at 1 November 2021.

## **21. Relationship Between Remuneration of Chief Officers and Remuneration of Employees who are not Chief Officers.**

The Council implemented Single Status for all employees of the Council on 1 March 2011 following cabinet approval of a new pay and grading structure for Chief Officers on 10 March 2009 and all other employees on 29 June 2010.

The continuing evaluation of posts at all levels demonstrates non-discriminatory pay practices and that the Council pays equally for work of equal value.

## **22. Gender pay Gap**

Although Broxtowe Borough Council has produced Gender Pay Gap information for a number of years, from April 2017 this is now a mandatory requirement. The rate is now expressed as the difference by hourly rate of pay rather than full time equivalent annual pay as produced previously.

The gender pay gap is calculated as the average difference between male and female earnings as a percentage of male earnings.

Note: The mean is an average. It is the grand total divided by the number of data points. The median is the middle value in a sample sorted into ascending order. If the sample contains an even number of values, the median is defined as the mean of the middle two.

The Gender Pay Gap for 2020-2021 as published on GOV.UK and the Council's website by hourly rate is as follows:

<b>All Employees</b>		<b>All Employees</b>	
Mean male hourly rate	13.3527	Median male hourly rate	11.3607
Mean female hourly rate	12.8736	Median female hourly rate	11.3607
<b>Gender Pay Gap</b>	<b>3.59%</b>	<b>Gender Pay Gap</b>	<b>0.00%</b>
<b>Full Time Employees</b>		<b>Full Time All Employees</b>	
Mean male hourly rate	13.6182	Median male hourly rate	12.0812
Mean female hourly rate	13.8973	Median female hourly rate	11.9669
<b>Gender Pay Gap</b>	<b>-2.05%</b>	<b>Gender Pay Gap</b>	<b>0.95%</b>
<b>Part Time Employees</b>		<b>Part Time All Employees</b>	
Mean male hourly rate	10.8942	Median male hourly rate	10.8932
Mean female hourly rate	11.6502	Median female hourly rate	11.3607
<b>Gender Pay Gap</b>	<b>-6.94%</b>	<b>Gender Pay Gap</b>	<b>-4.29%</b>

The Gender Pay Gap for 2019/20 was 0.00% for the Median and 4.90% for the Mean. Whilst the Median Gender Pay Gap has remained unchanged the Mean Gender Pay Gap has improved by 1.31%.

### **23. Real Living Wage**

The Real Living Wage provides an hourly rate of pay based on the cost of living for employers inside and outside of London. This Real Living Wage can be paid voluntarily by organisations to show their commitment to meeting the 'real living wage' as it is referred to by the Living Wage Foundation.

The Real Living Wage for 2020/21 was £9.50 for employers outside of London and £10.85 for employers in London. The Broxtowe Local Pay Scales for 2021/22 show that Broxtowe Borough Council will continue to meet the Real Living Wage as the lowest hourly rate in 2021/22 will be £9.62. A revised Real Living Wage was announced in November 2021. Based on previous year's increases our assumption made the revised Real Living Wage approximately £9.80. The confirmed Real Living Wage for 2021/22 is £9.90 for employers outside of London. The pay award for 2021/22 has not yet been agreed meaning it cannot be known if the lowest hourly rate of pay would meet the Real Living Wage for 2021/22.

### **24. Pension Discretions Policy**

The Local Government Pension Scheme (LGPS) regulations require employers who participate in the LGPS to draw up and publish a discretions policy. This policy should then be kept under review by the Council. Discretions are powers that enable employers to choose how to apply the scheme in respect of certain provisions. The Pension Discretions Policy is the Council's policy statement detailing all mandatory employer discretions. This policy was brought into effect in September 2020.

**APPENDIX 1 – BROXTOWE LOCAL PAY STRUCTURE – FOR SENIOR POSTS  
EVALUATED USING HAY SCHEME.**

**From April 2022**

<b>Grade</b>	<b>SCP</b>	<b>2021/22</b>	<b>Hourly Rate</b>
<b>15 0-499</b>	-	-	
	71	£45,155	23.4048
	72	£45,768	23.7227
	73	£46,376	24.0380
	74	£46,844	24.2803
<b>CO1 HoS 500-629</b>	75	£46,167	23.9294
	76	£47,323	24.5285
	77	£48,471	25.1240
	78	£49,631	25.7252
	79	£50,780	26.3207
<b>CO2 HoS 630-759</b>	80	£52,368	27.1435
	81	£53,678	27.8225
	82	£54,988	28.5016
	83	£56,299	29.1812
	84	£57,604	29.8575
<b>CO3 Dir 760-939</b>	85	£68,906	35.7159
	86	£70,626	36.6075
	87	£72,357	37.5043
	88	£74,078	38.3964
	89	£75,797	39.2874
<b>CO3a Dir. 901-939</b>	85a	£77,978	40.4181
	86b	£80,159	41.5487
	87c	£82,340	42.6789
	88d	£84,521	43.8095
	89e	£86,703	44.9402
<b>CO4 DCEO 940-1119</b>	90	£88,211	45.7220
	91	£90,416	46.8650
	92	£92,622	48.0084
	93	£94,827	49.1513
	94	£97,027	50.2916
<b>CO5 CEO 1120+</b>	95	£101,735	52.7319
	96	£105,710	54.7924
	97	£109,680	56.8503
	98	£111,430	57.7573
	99	£115,328	59.7774

**Subject to the National Joint Council Chef Officer Pay Award for 2021/22**

**APPENDIX 2 – BROXTOWE LOCAL PAY STRUCTURE – FOR POSTS EVALUATED USING THE GLPC SCHEME.**

From April 2022

JE Score [points]	Grade	SCP	April 2020	Rate
184-240	Grade 2	12	£18,563	9.6216
		-	-	-
241-285	Grade 3	15	£18,964	9.8293
		-	-	-
286-324	Grade 4	16	£19,239	9.9720
		17	£19,698	10.2101
		18	£20,054	10.3944
		19	£20,393	10.5701
325-365	Grade 5	21	£20,565	10.6596
		22	£21,016	10.8934
		23	£21,467	11.1267
		24	£21,918	11.3605
		-	-	-
366-401	Grade 6	26	£22,427	11.6246
		27	£22,867	11.8526
		28	£23,308	12.0811
		29	£23,747	12.3085
402-439	Grade 7	31	£24,359	12.6259
		32	£24,862	12.8869
		33	£25,365	13.1473
		34	£25,867	13.4077
		-	-	-

JE Score [points]	Grade	SCP	April 2020	Rate
440-469	Grade 8	36	£26,537	13.7550
		37	£27,057	14.0244
		38	£27,576	14.2934
		39	£28,095	14.5623
470-500	Grade 9	41	£29,023	15.0433
		42	£29,589	15.3367
		43	£30,157	15.6312
		44	£30,723	15.9247
		-	-	-
501-533	Grade 10	46	£31,941	16.5558
		47	£32,569	16.8812
		48	£33,193	17.2050
		49	£33,819	17.5294
		-	-	-
534-563	Grade 11	51	£34,709	17.9906
		52	£35,306	18.3000
		53	£35,903	18.6094
		54	£36,500	18.9189
		-	-	-
564-593	Grade 12	56	£37,288	19.3273
		57	£37,928	19.6591
		58	£38,567	19.9904
		59	£39,207	20.3222
		-	-	-
594-622	Grade 13	61	£40,107	20.7887
		62	£40,700	21.0960
		63	£41,293	21.4033
		64	£41,886	21.7106
623-653	Grade 14	66	£42,564	22.0621
		67	£43,039	22.3082
		68	£43,511	22.5527
		69	£43,985	22.7987
		-	-	-
654+	Grade 15	71	£45,155	23.4048
		72	£45,768	23.7227
		73	£46,376	24.0380
		74	£46,844	24.2803
		-	-	-

Subject to the National Joint Council Pay Award for 2021/22

## **APPENDIX 2a – BROXTOWE LOCAL PAY STRUCTURE – SCALE OF LOCAL ALLOWANCES**

### **Broxtowe Borough Council Local Allowances (Subject to the National Joint Council Pay Award for 2021/22)**

	<b>2022/23</b>
<b>Relocation</b>	
Lodging Allowance - per week	74.32
Settling in Allowance	379.92
<b>Mileage Allowances</b>	
Car Mileage Allowance (per mile) - (HMRC Rate)	0.45
Car PSV Rate (Training and Out of County Mileage over 50 miles)	0.22
<b>Motor cycles - per mile</b>	
not exceeding 500cc - (HMRC Rate)	0.24
Exceeding 500cc - (HMRC Rate)	0.24
Pedal cycles - per mile (HMRC Rate)	0.20
<b>Voluntary Reliable Call Out</b>	
Calls initiated between 11.00 pm and 6.0 am	15.83
Calls initiated at other times	11.42
<b>Standby</b>	
Per weekday session	12.36
Per day at weekend or bank holiday	37.09
First Aid - per month	13.74
First Aid (Mental Health) - per month	13.74
<b>Travel and Subsistence Allowances</b>	
Breakfast	6.31
Lunch	8.66
Tea	3.46
Evening Meal	10.68
<b>Out of pocket expenses (Residential Courses)</b>	
per night	4.98
per week	19.90
<b>Long Service / Retirement Awards</b>	
25 Years	448.17
Additional Years	19.38

**APPENDIX 3 - CHIEF OFFICERS' REMUNERATION TABLE**

<b>Post</b>	<b>Salary Grade</b>	<b>Designated Car User Allowance</b>	<b>Professional Fees</b>	<b>BBC Pension Contribution</b>
Chief Executive	CO5	Y	Y	18.0%
Deputy Chief Executive and Section 151 Officer	CO4	Y	Y	18.0%
Executive Director	CO3a	Y	Y	18.0%
Monitoring Officer	CO2	Y	Y	18.0%
Head of Housing	CO2	Y	Y	18.0%
Head of Finance	CO2	Y	Y	18.0%
Head of Environment	CO2	Y	Y	18.0%
Head of Asset Management & Development	CO2	Y	Y	18.0%
Head of Planning & Economic Development	CO2	Y	Y	18.0%
Head of Revenues, Benefits and Customer Services	CO2	Y	Y	18.0%
Head of Legal Services	CO1	Y	Y	18.0%
Head of Governance	CO1	Y	Y	18.0%
Head of Administration	15	Y	Y	18.0%

**APPENDIX 4 – SCALE OF FEES FOR ELECTORAL FUNCTIONS****1. Elections**

These fees are effective from 1 April 2022.

**Polling Station Staff Fees**

<b>Fee</b>	<b>Scale</b>
Presiding Officer Add 20% for 1st additional combined election and 10% for each combination thereafter	£208*
Poll Clerk Add 20% for 1st additional combined election and 10% for each combination thereafter	£140* £8.75 per hour
Polling Station Inspector	£208*
Training fee: face to face and test face to face or test only	£40* £20*
Delivery of training, fee per session	£150

\*These fees do not include travelling expenses, which are at the discretion of the Returning Officer. Councils may use casual user mileage rates as laid down by the N.J.C - 45 pence per mile (private vehicle) and 24 pence per mile (motor cycle) or 20 pence per mile (bicycle). Reasonable out-of-pocket expenses may be paid where public transport is used.

**Count Staff Fees**

<b>Fee</b>	<b>Scale*</b>
Deputy Returning Officer	£25.00 per hour
Chief Counting Officer	£18.00 per hour (up to 10pm) £24.50 per hour (after 10pm)
Count Manager	£18.00 per hour (up to 10pm) £24.50 per hour (after 10pm)
Count Supervisor	£15.50 per hour (up to 10pm) £22.50 per hour (after 10pm)
Assistant Count Supervisor	£13.75 per hour (up to 10pm) £20.50 per hour (after 10pm)
Count Assistant	£12.50 per hour (up to 10pm) £18.75 per hour (after 10pm)
Count set up	£9.05 per hour
Door Supervisor	£13.75 per hour (up to 10pm) £20.50 per hour (after 10pm)
Verification of ballot paper accounts	£13.75 per hour £20.50 per hour (after 10pm)



Payment of additional fees for working overnight, to reflect unsociable hours, is at the discretion of the Returning Officer.

\*These fees do not include travelling expenses, which are at the discretion of the Returning Officer. Councils may use casual user mileage rates as laid down by the N.J.C - 45 pence per mile (private vehicle) and 24 pence per mile (motor cycle) or 20 pence per mile (bicycle). Reasonable out-of-pocket expenses may be paid where public transport is used.

## Postal Voting Staff Fees

Fees for issue or receipt of Postal Votes	Scale
Deputy Returning Officer	£25.00 per hour
Postal Vote Co-ordinator	£15 per hour (up to 5pm) £16.50 per hour (5pm to 10pm) £22.50 per hour (after 10pm)
Postal Voting Supervisor	£12.00 per hour (up to 5pm) £15 per hour (5pm to 10pm) £20.50 per hour (after 10pm)
Postal Voting Assistant	£9.05 per hour (up to 5pm) £13.75 per hour (5pm to 10pm) £18.75 per hour (after 10pm)

## Returning Officer Fees

Fee	Scale
Returning Officer's fee for the 1st 1,000 local electors within each ward for which an election is held	£102
Returning Officer's fee for each additional 1,000 electors or part thereof per ward	£34
Returning Officer's fee for an uncontested Election	£41.50
Returning Officer's clerical fee per 1,000 electors	£8.40
Returning Officer's fee for postal voting (issue and receipt)	£165

## Deputy Returning Officer and other Fees

Fee	Scale
Deputy Returning Officer's fee or Acting Deputy Returning Officer's fee for other duties (excluding count), eg: processing nominations	£160
General clerical staffing per 100 electors	£8.10
Poll card hand delivery per poll card	15p
Ballot box logistics	£110.25
Ballot box preparation	£9.05 per hour
Ballot book proofing	£9.05 per hour

### Notes

Additional fees may be paid to cover the actual and necessary costs incurred by the Returning Officer for all purposes including clerical assistance, in connection with the election not already included in this scale.

**2. Electoral Registration**

<b>Fee</b>	<b>Scale</b>
<b>Household Canvass</b>	
For each visit	£1.30
Training – online course only	£10
Training – face to face and online course	£20
Mileage	45p per mile
<b>Individual Canvass</b>	
For each visit	£1.90
Mileage	45p per mile

## Report of the Executive Director

**CIVIC EVENT – FREEMAN/ALDERMAN OF THE BOROUGH**1. Purpose of report

To request to host a ceremony at which the status of Freeman or Alderman is conferred on those who have rendered eminent services to the Borough.

2. Background

It is customary during the final year of an administration to recognise individuals who have contributed significantly to the community by conferring on them the award of Honorary Freeman of the Borough or Honorary Alderman.

Should Full Council approve the meeting, the Mayor and the Leaders of the three political groups would meet to consider the award and the nominations received for the office of Honorary Freeman or Honorary Alderman of the Borough of Broxtowe.

Section 249(5) of the Local Government Act 1972 states that: "The Council of a London Borough or a district having the status of city, borough or royal borough may, by a resolution passed by not less than two thirds of the members voting thereon at a meeting of the Council specially convened for the purpose with notice of the object, admit to be Honorary Freeman of the city, borough or royal borough persons of distinction and persons who have, in the opinion of the Council, rendered eminent services to the city, borough or royal borough."

Further, section 249(1) of the same Act states that: "A principal Council may, by a resolution passed by not less than two thirds of the members voting thereon at a meeting of the Council specially convened for the purpose with notice of the object, confer the title of Honorary Alderman on persons who have, in the opinion of the Council, rendered eminent services to the Council as past members of that Council, but who are not then Councillors of the Council."

3. Financial implications

The sum of £4,500 was provisionally approved by the Finance and Resources Committee on 10 February 2022 subject to Council approving the establishment of this meeting. Details of costs and a timeline of the proposed event are contained in the appendix.

**Recommendation**

**Council is asked to RESOLVE that the official admittance to the office of Honorary Freeman of the Borough and Honorary Alderman will take place at a special meeting of the Council to be held in November 2022.**

Background papers: Nil.

## APPENDIX

Financial implications

<b>Freeman and Alderman costs</b>	<b>£</b>
Silver Badge of Office (up to 8 badges)	2,600.00
Print & photography	350.00
Certificates	250.00
New Honours Board	500.00
Hospitality	800.00
<b>TOTAL</b>	<b>4,500.00</b>

Timetable

February 2022	Nominations process approval and schedule committee reports
March 2022	Cross party meeting to discuss and determine who will be selected.
April – October 2022	Preparations (invitations and acceptances of the honour, interviewing for profiles, organising the event etc.)
November 2022	Freeman and Alderman event