

SUMMONS TO COUNCIL

date Thursday, 23 March 2017
commencing at 10:30

venue County Hall, West Bridgford,
Nottingham

You are hereby requested to attend the above Meeting to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the Agenda as under.



Chief Executive

- | | | |
|---|--|---------|
| 1 | Minutes of the last meeting held on 23 February 2017 | 5 - 20 |
| | | |
| 2 | Apologies for Absence | |
| | | |
| 3 | Declarations of Interests by Members and Officers:- (see note below)
(a) Disclosable Pecuniary Interests
(b) Private Interests (pecuniary and non-pecuniary) | |
| 4 | Chairman's Business
a) Presentation of Awards/Certificates (if any) | |
| | | |
| 5 | Constituency Issues (see note 4) | |
| | | |
| 6 | Presentation of Petitions (if any) (see note 5 below) | |
| | | |
| 7 | Clarification of Committee Meeting Minutes published since the last meeting | 21 - 22 |
| | | |
| 8 | Nottinghamshire County Council's Pay Policy Statement 2017-2018 | 23 - 56 |

9 Questions

a) Questions to Nottinghamshire and City of Nottingham Fire Authority

b) Questions to Committee Chairmen

10 ADJOURNMENT DEBATE

(if any)

Notes:-

(A) For Councillors

(1) Members will be informed of the date of their Group meeting for Council by their Group Researcher.

(2) The Chairman has agreed that the Council will adjourn for lunch at their discretion.

(3) (a) Persons making a declaration of interest should have regard to the Code of Conduct and the Procedure Rules for Meetings of the Full Council. Those declaring must indicate whether their interest is a disclosable pecuniary interest or a private interest and the reasons for the declaration.

(b) Any member or officer who declares a disclosable pecuniary interest in an item must withdraw from the meeting during discussion and voting upon it, unless a dispensation has been granted. Members or officers requiring clarification on whether to make a declaration of interest are invited to contact the Monitoring Officer or Democratic Services prior to the meeting.

(c) Declarations of interest will be recorded and included in the minutes of this meeting and it is therefore important that clear details are given by members and others in turn, to enable Democratic Services to record accurate information.

(4) At any Full Council meeting except the annual meeting, a special meeting and the budget meeting, Members are given an opportunity to speak for up to three minutes on any issues which specifically relates to their division and is relevant to the services provided by the County Council. These speeches must relate specifically to the area the Member represents and should not be of a general nature. They are constituency speeches and therefore must relate to constituency issues only. This is an opportunity simply to air these issues in a Council meeting. It will not give rise to a debate on the issues or a question or answer session. There is a maximum time limit of 30 minutes for this item.

(5) Members are reminded that petitions can be presented from their seat with a 1 minute time limit set on introducing the petition.

Meeting COUNTY COUNCIL

Date Thursday, 23rd February 2017 (10.30 am – 5.02 pm)

Membership

Persons absent are marked with 'A'

COUNCILLORS

Yvonne Woodhead (Chairman)

Mike Pringle (Vice-Chairman)

	Reg Adair	David Kirkham
	Pauline Allan	John Knight
	Roy Allan	Darren Langton
	John Allin	Bruce Laughton
	Chris Barnfather	Keith Longdon
	Alan Bell	Rachel Madden
	Joyce Bosnjak	David Martin
	Nicki Brooks	Diana Meale
	Andrew Brown	John Ogle
	Richard Butler	Philip Owen
	Steve Calvert	Michael Payne
A	Ian Campbell	John Peck JP
	Steve Carr	Sheila Place
	Steve Carroll	Liz Plant
	John Clarke	Darrell Pulk
	John Cottee	Francis Purdue-Horan
	Jim Creamer	Alan Rhodes
	Mrs Kay Cutts MBE	Ken Rigby
	Maureen Dobson	Tony Roberts MBE
	Dr John Doddy	Mrs Sue Saddington
	Boyd Elliott	Andy Sissons
	Sybil Fielding	Pam Skelding
	Kate Foale	Parry Tsimbiridis
	Stephen Garner	Keith Walker
	Glynn Gilfoyle	Stuart Wallace
	Kevin Greaves	Muriel Weisz
	Alice Grice	Gordon Wheeler
	John Handley	John Wilkinson
	Colleen Harwood	Jacky Williams
	Stan Heptinstall MBE	John Wilmott
	Tom Hollis	Liz Yates
	Richard Jackson	Jason Zadrozny
	Roger Jackson	

HONORARY ALDERMEN

Martin Brandon-Bravo OBE
Terence Butler
John Carter

OFFICERS IN ATTENDANCE

Anthony May	(Chief Executive)
Jayne Francis-Ward	(Resources)
David Pearson	(Adult Social Care & Health)
Colin Pettigrew	(Children, Families and Cultural Service)
Jas Hundall	(Place)
Barbara Brady	(Public Health)
Sara Allmond	(Resources)
Carl Bilbey	(Resources)
Martin Done	(Resources)
Catherine Munro	(Resources)
Anna O'Daly-Kardasinska	(Resources)
Neil Robinson	(Resources)
Nigel Stevenson	(Resources)
Michelle Welsh	(Resources)

OPENING PRAYER

Upon the Council convening, prayers were led by the Chairman's Chaplain.

1. MINUTES

RESOLVED: 2017/006

That the minutes of the last meeting of the County Council held on 12th January 2017 be agreed as a true record and signed by the Chairman.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from:-

Councillor Ian Campbell (medical/illness)
Councillor Ken Rigby (medical/illness)

3. DECLARATIONS OF INTEREST

None

4. CHAIRMAN'S BUSINESS

PRESENTATION OF AWARDS

None

5a. PRESENTATION OF PETITIONS

The following petitions were presented to the Chairman as indicated below:-

- (1) Councillor Keith Longdon regarding improvements to the junction at Owlston Close and Greenhills Road, Eastwood
- (2) Councillor Reg Adair requesting a residents' parking scheme in Ruddington
- (3) Councillor John Wilmott requesting a residents' parking scheme for Montague Road, Hucknall
- (4) Councillor John Wilmott requesting a residents parking scheme for Peveril Street, Hucknall
- (5) Councillor Sybil Fielding requesting the retention of the national cycle route and car parking in Shireoaks
- (6) Councillor John Peck JP regarding road resurfacing in Edwinstowe

RESOLVED: 2017/007

That the petitions be referred to the appropriate Committees for consideration in accordance with the Procedure Rules, with a report being brought back to Council in due course.

5b. RESPONSES TO PETITIONS PRESENTED TO THE CHAIRMAN OF THE COUNTY COUNCIL

RESOLVED: 2017/008

That the contents and actions taken as set out in the report be noted.

6. CLARIFICATION OF MINUTES

The report provided Members with the opportunity to raise matters of clarification in the minutes of committee meetings published since the last meeting.

7. RECOGNITION OF OFFICERS OF GROUPS

Councillor Steve Carroll introduced the report and moved a motion in terms of resolution 2017/009 below.

The motion was seconded by Councillor Nicki Brooks.

RESOLVED: 2017/009

That, in accordance with the Procedure Rules, the Officers of the Groups be noted.

8. ANNUAL BUDGET 2017/18
CAPITAL PROGRAMME 2017/18 TO 2020/21
MEDIUM TERM FINANCIAL STRATEGY 2017/18 TO 2020/21
SOCIAL CARE PRECEPT 2017/18
COUNCIL TAX 2017/18

Councillor David Kirkham introduced the report and moved a motion in terms of resolution 2017/010 below, which was duly seconded by Councillor Alan Rhodes.

Council Reg Adair moved the Conservative Group's amendment which is set out in Appendix A to the minutes which was seconded by Councillor Mrs Kay Cutts MBE.

Following an adjournment from 12.15pm to 1.20pm to consider the amendment and break for lunch, the Motion and amendment were debated.

Councillor Tom Hollis left the Chamber from 1.50pm to 2.40pm during consideration of this item.

Following the debate, the Conservative Group's amendment was put to the meeting and after a show of hands the Chairman declared that it was lost.

A recorded vote was legally required and it was ascertained that the following 29 Members voted '**For**' the amendment:-

Reg Adair
Chris Barnfather
Andrew Brown
Richard Butler
John Cottee
Mrs Kay Cutts MBE
Dr John Doddy
Boyd Elliott
Stephen Garner
John Handley
Tom Hollis
Richard Jackson
Roger Jackson
Bruce Laughton
Keith Longdon

Rachel Madden
David Martin
John Ogle
Philip Owen
Francis Purdue-Horan
Tony Roberts MBE
Mrs Sue Saddington
Andy Sissons
Keith Walker
Stuart Wallace
Gordon Wheeler
John Wilmott
Liz Yates
Jason Zadrozny

The following 34 Members voted '**AGAINST**' the amendment:-

Pauline Allan
Roy Allan
John Allin
Alan Bell

Joyce Bosnjak
Nicki Brooks
Steve Calvert
Steve Carroll

John Clarke
Jim Creamer
Maureen Dobson
Sybil Fielding
Kate Foale
Glynn Gilfoyle
Kevin Greaves
Alice Grice
Colleen Harwood
Stan Heptinstall MBE
David Kirkham
John Knight
Darren Langton

Diana Meale
Michael Payne
John Peck JP
Sheila Place
Liz Plant
Mike Pringle
Darrell Pulk
Alan Rhodes
Pam Skelding
Parry Tsimbiridis
Muriel Weisz
John Wilkinson
Yvonne Woodhead

The following 2 Members '**ABSTAINED**':-

Steve Carr

Jacky Williams

The Chairman declared that the amendment was lost.

The original motion was then put to the meeting and after a show of hands the Chairman declared that it was carried.

A recorded vote was legally required and it was ascertained that the following 36 Members voted '**For**' the motion:-

Pauline Allan
Roy Allan
John Allin
Alan Bell
Joyce Bosnjak
Nicki Brooks
Steve Calvert
Steve Carr
Steve Carroll
John Clarke
Jim Creamer
Maureen Dobson
Sybil Fielding
Kate Foale
Glynn Gilfoyle
Kevin Greaves
Alice Grice
Colleen Harwood

Stan Heptinstall MBE
David Kirkham
John Knight
Darren Langton
Diana Meale
Michael Payne
John Peck JP
Sheila Place
Liz Plant
Mike Pringle
Darrell Pulk
Alan Rhodes
Pam Skelding
Parry Tsimbiridis
Muriel Weisz
John Wilkinson
Jacky Williams
Yvonne Woodhead

The following 29 Members voted '**AGAINST**' the motion:-

Reg Adair
Chris Barnfather
Andrew Brown

Richard Butler
John Cottee
Mrs Kay Cutts MBE

Dr John Doddy
 Boyd Elliott
 Stephen Garner
 John Handley
 Tom Hollis
 Richard Jackson
 Roger Jackson
 Bruce Laughton
 Keith Longdon
 Rachel Madden
 David Martin
 John Ogle

Philip Owen
 Francis Purdue-Horan
 Tony Roberts MBE
 Mrs Sue Saddington
 Andy Sissons
 Keith Walker
 Stuart Wallace
 Gordon Wheeler
 John Wilmott
 Liz Yates
 Jason Zadrozny

There were no abstentions.

The Chairman declared the motion was carried and it was:-

RESOLVED: 2017/010

- 1) That the Annual Revenue Budget for Nottinghamshire County Council be set at £475.279 million for 2017/18.
- 2) That the principles underlying the Medium Term Financial Strategy be approved.
- 3) That the Finance and Property Committee be authorised to make allocations from the General Contingency for 2017/18.
- 4) That the 3.00% Social Care Precept be levied in 2017/18 to part fund increasing adult social care costs.
- 5) That the County Council element of the Council Tax be increased by 1.75% in 2017/18. That the standard Band D tax rate be set at £1,351.97 with the various other bands of property as set out in the report.
- 6) That the County Precept for the year ending 31 March 2018 shall be £330,416,831 and shall be applicable to the whole of the District Council areas as General Expenses.
- 7) That the County Precept for 2017/18 shall be collected from the District and Borough councils in the proportions set out in Table 8 of the report with the payment of equal instalments on the dates set out in the report.
- 8) That the Capital Programme for 2017/18 to 2020/21 be approved at the total amounts below and be financed as set out in the report:

Year	Capital Programme
2017/18	£102.520m
2018/19	£78.506m
2019/20	£44.355m

2020/21	£43.879m
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- 9) That the variations to the Capital Programme be approved.
- 10) That the minimum Revenue Position policy for 2017/18 be approved.
- 11) That the Prudential Indicators be approved.
- 12) That the Service Director – Finance, Procurement and Improvement be authorised to raise loans in 2017/18 within the limits of total external borrowings.
- 13) That the Treasury Management Strategy for 2017/18 be approved.
- 14) That the Treasury Management Policy for 2017/18 be approved.
- 15) That the report be approved and adopted.

The Chairman declared the meeting closed at 5.02 pm.

CHAIRMAN

COUNTY COUNCIL MEETING – THURSDAY 23rd FEBRUARY 2017

CONSERVATIVE GROUP AMENDMENT

ANNUAL BUDGET 2017/18

The Recommendations moved by the Chairman of the Finance and Property Committee as shown on pages 17 and 18 of the report be deleted and replaced by the following:

Recommendations

It is recommended that:

1. The Annual Revenue Budget for Nottinghamshire County Council is set at £469.779 million for 2017/18, including the following amendments in order not to implement a 1.75% Council Tax increase (set out at Appendix A):

Committee Analysis	£000
Adult Social Care & Health	950
Children & Young People	1,566
Economic Development	150
Community Safety	100
Transport & Highways	600 (-)
Policy	600
Finance & Property	1,450
Total Adjustments to Portfolio Budgets	4,216
Commercial Development Unit	250
Interest on Borrowing	34
Use of Reserves	1,000
Total Adjustments	5,500

2. The principles underlying the Medium Term Financial Strategy, as amended, be approved.
3. The Finance and Property Committee be authorised to make allocations from the General Contingency for 2017/18.
4. The 3.00% Social Care Precept is levied in 2017/18 to part fund increasing adult social care costs.
5. The County Council element of the Council Tax is frozen at the 2016/17 levels with the various Bands of property being:

Band	Value as at 1.4.91	No. of Properties	% no. of properties	Ratio	County Council 2016/17 £	County Council 2017/18 £	Change £
A	Up to £40,000	142,310	39.8	6/9	860.44	886.25	25.81
B	£40,001- £52,000	73,840	20.6	7/9	1,003.85	1033.97	30.12
C	£52,001- £68,000	61,170	17.1	8/9	1,147.25	1181.67	34.42
D	£68,001- £88,000	40,680	11.4	1	1,290.66	1329.38	38.72
E	£88,001- £120,000	22,620	6.3	11/9	1,577.47	1624.79	47.32
F	£120,001- £160,000	10,870	3.0	13/9	1,864.29	1920.22	55.93
G	£160,001 - £320,000	6,010	1.7	15/9	2,151.10	2215.63	64.53
H	Over £320,000	470	0.1	18/9	2,581.32	2658.76	77.44

6. The County Precept for the year ending 31 March 2018 shall be £324,916,831 and shall be applicable to the whole of the district council areas as General Expenses.
7. The County Precept for 2017/18 shall be collected from the District and Borough Councils in the proportions set out in the table below:

District Council	Council Taxbase	County Precept £
Ashfield	32,546.20	43,269,053
Bassetlaw	33,916.77	45,091,179
Broxtowe	33,126.78	44,040,914
Gedling	36,306.09	48,267,697
Mansfield	28,894.98	38,414,882
Newark & Sherwood	37,828.75	50,292,022
Rushcliffe	41,777.00	55,541,084
Total	244,396.57	324,916,831

8. The County Precept for 2017/18 shall be collected from District and Borough Councils in the proportions set out in paragraph 7 above with the payment of equal instalments on the following dates:

2017	2017	2018
20 April	12 September	2 January
26 May	17 October	2 February
3 July	21 November	9 March
7 August		

9. The Capital Programme for 2017/18 to 2020/21 be approved, including amendments set out below, at total amounts of:

2017/18	£101.040m
2018/19	£78.506m
2019/20	£44.355m
2020/21	£43.879m

10. The variation to the Capital Programme, as amended for the reduction of £1.480 million to the allocation for Extra Care in 2017/18 be approved.
11. The Minimum Revenue Provision policy for 2017/18 be approved.
12. The Prudential Indicators be approved.
13. The Service Director – Finance, Procurement & Improvement be authorised to raise loans in 2017/18 within the limits of total external borrowings.
14. The Treasury Management Strategy for 2017/18 be approved.
15. The Treasury Management Policy for 2017/18 be approved.
16. The report on the Annual Budget for 2017/18, and the Capital Programme 2017/18 – 2020/21 as amended, be approved and adopted in order not to implement a 1.75% Council Tax increase in 2017/18.

Cllr Reg Adair

Deputy Conservative Group Leader &
Group Spokesperson for Finance &
Property

Cllr Kay Cutts MBE

Conservative Group Leader

Conservative Group Amendment 2017/18

	£000	
Adult Social Care & Health		
Administrative structure review	700	
Duplication between NHS and NCC	200	
Healthwatch	50	
	950	
Children & Young People		
Administrative structure review	500	
Not funding all budget pressures	1,066	
	1,566	
Economic Development		
Economic development initiatives budget	150	
	150	
Community Safety		
Staffing and initiatives Budget	100	
	100	
Transport & Highways		
Investment in highways	1,000	(-)
Not funding all budget pressures	400	
	600	(-)
Policy		
County Council senior management restructure	300	
Legal & Democratic Services	100	
Marketing & communications	200	
	600	
Finance & Property		
ICT replacement programmes including Smarter Working requirements	500	
Consolidation of all commissioning & contract management functions	400	
Improved procurement / new operating model	250	
Reduction in planned maintenance / dividend from Scape	300	
	1,450	
Total Adjustments to Portfolio Budgets	4,216	

REVISED TABLE 9

	2017/18 £m	2018/19 £m	2019/20 £m	2020/21 £m	Total £m
Year on Year Savings requirement (February Report)	15.1	17.2	17.9	-	50.2
Adjustments to Savings / Base Budgets	(7.1)	(0.4)	1.7	-	(5.8)
Review to Pressures and Inflation	1.9	(1.4)	(2.3)	11.8	10.0
Adjustments for Pay/Pensions Costs	2.0	(0.3)	(0.3)	2.0	3.4
Changes in Interest and Borrowing	1.0	0.3	-	(0.4)	0.9
Increase use of General Fund Balance	(5.8)	5.5	-	-	(0.3)
New Adult Social Care Support Grant	(3.5)	3.5	-	-	-
Changes to Government Grants	1.4	0.1	(0.6)	6.6	7.5
Collection Fund Surplus / Deficit	(2.4)	2.4	-	-	-
Change in Council Tax Base	(1.2)	(0.3)	(0.1)	(4.6)	(6.2)
Change in Assumptions for Council Tax Increases	6.3	6.6	-	-	12.9
Increase of ASC Precept 3%	(9.4)	-	-	-	(9.4)
Other Corporate Adjustments	1.7	(2.2)	0.3	(0.1)	(0.3)
Revised Gap	-	31.0	16.6	15.3	62.9

**FINANCIAL AND CONSTITUTIONAL IMPLICATIONS OF THE
CONSERVATIVE GROUP'S AMENDMENT - COMMENTS OF THE SERVICE
DIRECTOR – FINANCE, PROCUREMENT & IMPROVEMENT AND THE
CORPORATE DIRECTOR - RESOURCES**

1 Purpose

- 1.1 The purpose of this report is to set out the financial and constitutional implications of the Conservative Group's Budget Amendment and provide an opinion on whether it meets the funding requirements contained in the Local Government Finance Act 1992, the Local Government Act 2003, the CIPFA Prudential Code for Capital Finance, and is in accordance with the legal requirements and the Council's constitution.

2 Financial Implications

- 2.1 The impact of the Amendment is to increase the savings across Portfolio budgets in 2017/18 by a total of £4.216 million as summarised below:

Committee Analysis	£000
Adult Social Care & Health	950
Children & Young People	1,566
Economic Development	150
Community Safety	100
Transport & Highways	600 (-)
Policy	600
Finance & Property	1,450
Total Adjustments to Portfolio Budgets	4,216

- 2.2 This, together with the further measures outlined below, will avoid the need to implement a 1.75% council tax increase of £5.5 million in 2017/18.
- 2.3 A further £1.0 million will be released from revenue balances in 2017/18, predicated on a greater than anticipated overall County Council underspend in 2016/17. This will support a one-off investment in measures to deal with potholes in 2017/18.
- 2.4 The change to the capital programme of the deletion of £1.48 million intended for Extra Care will release £0.034 million of revenue provision relating to interest payments avoided on borrowing in 2017/18.

- 2.5 It is proposed that more services should be processed through the Commercial Development Unit to drive out more efficiencies and improve commercialisation. This will deliver a further £0.250 million.

3 Commentary on the Proposals

- 3.1 The Social Care Precept of 3% in 2017/18 is proposed to be levied but the 1.75% increase in Council Tax will not be implemented, resulting in the loss of a potential increase in Council Tax receipts of £5.5 million. This will be offset by the proposed adjustments to Portfolio budgets and the generation of efficiencies via the Commercial Development Unit, together with the release of £1.0 million from revenue balances and a reduction in interest payments on borrowing through the reduction in the capital programme.
- 3.2 There will be no impact on the MTFs over the three years 2018/2021.
- 3.3 The proposed changes to the capital programme will not result in any changes to the Prudential Indicators.

4 Conclusion

- 4.1 In the opinion of the Service Director – Finance, Procurement & Improvement, this Amendment meets the requirements of the Local Government Finance Act 1992, the Local Government Act 2003 and the CIPFA Prudential Code.
- 4.2 In the opinion of the Corporate Director – Resources, the proposals contained in the Conservative Group's Amendment are in accordance with the law and the County Council's Constitution.

NIGEL STEVENSON

SERVICE DIRECTOR – FINANCE, PROCUREMENT & IMPROVEMENT

JAYNE FRANCIS-WARD

CORPORATE DIRECTOR - RESOURCES

REPORT OF THE CHIEF EXECUTIVE

Clarification of Minutes of Committee Meetings published since the last meeting on 23rd February 2017

Purpose of the Report

1. To provide Members the opportunity to raise any matters of clarification on the minutes of Committee meetings published since the last meeting of Full Council on 23rd February 2017.

Information and Advice

2. The following minutes of Committees have been published since the last meeting of Full Council on 23rd February 2017 and are accessible via the Council website:-
<http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

Committee meeting	Minutes of meeting
Adult Social Care and Health Committee	6 th February
Appeals Sub-Committee	None
Audit Committee	7 th December 2016
Children & Young People's Committee	20 th February
Community Safety Committee	21 st February*
Corporate Parenting Sub-Committee	12 th December 2016
Culture Committee	24 th January
Economic Development Committee	7 th February, 7 th March*
Environment and Sustainability Committee	26 th January
Finance and Property Committee	20 th February
Grant Aid Sub-Committee	18 th October 2016
Health Scrutiny Committee	23 rd January, 16 th March*
Health & Wellbeing Board	1 st February*
Joint City/County Health Scrutiny Committee	7 th February
Joint Committee on Strategic Planning and Transport	16 th December 2016
Nottinghamshire Local Pensions Board	None
Nottinghamshire Pensions Fund Committee	6 th December 2016
Nottinghamshire Police & Crime Panel	None
Pensions Investment Sub-Committee	1 st December 2016
Pensions Sub-Committee	None
Personnel Committee	1 st February*
Planning & Licensing Committee	21 st February
Policy Committee	8 th February

Committee meeting	Minutes of meeting
Public Health Committee	26 th January*
The City of Nottingham and Nottinghamshire Economic Prosperity Committee	6 th January, 24 th February*
Transport and Highways Committee	9 th February

* Minutes expected to be published before 23rd March 2017, but not yet approved by the relevant Committee.

Anthony May
Chief Executive

REPORT OF THE LEADER OF THE COUNCIL**NOTTINGHAMSHIRE COUNTY COUNCIL'S PAY POLICY STATEMENT
2017-2018****Purpose of the Report**

1. To seek the approval of the County Council to the updating of the authority's Pay Policy Statement for the financial year 2017-2018, which reflects the known situation as at 1st February 2017.

Information and Advice**Background**

2. Nottinghamshire County Council is committed to good governance and openness to public scrutiny and accountability. As part of this commitment this Council wishes to demonstrate that decisions on the pay and reward packages for its Chief Executive and senior officers have been made in an open, transparent and accountable manner.
3. Under the terms of the Accounts and Audit Regulations 2015 the Council publishes on its website, and regularly updates, information about its most senior officer's pay, including information relating to the Chief Executive and Corporate Directors.
4. Legislation and supporting Government guidance, identifies the statutory contents of a Pay Policy Statement and how it should be presented.
5. Section 38 of the Localism Act 2011 Act sets out the requirement for all Local Authorities in England and Wales to publish annual Pay Policy Statements with effect from the financial year 2012-13 onward.
6. Additional requirements contained in the Localism Act (section 40), were set out in further national guidance issued in February 2013.
7. This included a requirement relating to the approval of severance packages for senior officers of, or above, £100,000 to be approved by Full Council. There were no applicable instances in this Council in the 12 months between 1st February 2016 and the end of January 2017.

8. The core requirements of the provisions of the Localism Act are that a Pay Policy Statement (PPS), must set out the Authority's policies relating to senior salaries, remuneration and pay multiples, including the:
 - Remuneration of its lowest paid employees
 - Definition used for this group and the reason for adopting this definition
 - Relationship between Chief Officer Remuneration and that of other staff
 - Pay Multiple relationship between the highest earnings and the lowest earnings and between the median earnings figure for the whole authority workforce.
9. The Act defines Chief Officer remuneration as the level and elements of remuneration for each Chief Officer, this includes salary, any bonuses/performance related pay, and charges/fees/allowances, benefits in kind, enhancement to pension at termination.
10. The definition of a Chief Officer adopted by the Act, as defined by the Local Government and Housing Act 1989, is any post that reports directly to the statutory Chief Officer, the Chief Executive. In the case of this Authority this currently applies to Corporate Directors and those who report to these posts - that is Service Directors and some other senior posts (see top level structure chart Appendix 1).
11. Since the Council's last Pay Policy Statement was published, the Department for Communities and Local Government (DCLG) have not directly updated the requirements of the current Transparency Code (February 2015), which compliments the original requirements of the Localism Act.
12. The Transparency Code carries specific legal requirements to publish specific legal organisation and salary information as follows:
 - The Pay Multiple and median earnings information must reflect a particular date in the year (in this case the Council's annual Pay Policy Statement update as at 1st February each year), and include all elements of remuneration, not just taxable earnings, that is base salary, variable pay allowances and any bonuses or payments in kind, but excluding pension
 - A list of the number of employees with remuneration above £50,000, in brackets of £5,000, with job title and the functions and the services for which they are responsible, which is contained in the appendices to the Pay Policy Statement and updated annually
 - Any employees earning in excess of £150,000 must be named. In this Council this currently applies only to the post of Chief Executive as reflected in the Council's updated Pay Policy Statement for 2017-18
 - A mandated organisation chart for the top 3 organisational tiers must be published. A chart reflecting the Council's current senior structure, indicating where posts are filled on a temporary rather than permanent basis and where these are vacant, is available on the public website and will be updated to reflect future structural changes as necessary.
13. All mandatory requirements of the relevant current legislation, as set out in both the Act and the Code, neither of which extend to school based employees, have been reflected in the Council's updated Pay Policy Statement for 2017/18.

14. The Pay Policy Statement must by law be approved by Full Council in advance of the financial year to which it relates and must be published in the public domain on the Council's website by 1st April each year.
15. The Council's initial Pay Policy Statement was agreed by Full Council on 29th March 2012 and was published on the Council's public website on 30th March 2012 and has been updated annually to reflect the situation as at 1st February and published on the Council's website prior to 1st April each year thereafter.
16. This updated annual Statement reflects the situation as at 1st February 2017, the Council's next Pay Policy Statement for 2018/2019 will reflect the position as at 1st February 2018.

Pay Policy Statement

17. In drafting this Pay Policy Statement the Council has used the current updated guidance available from the national employer's organisation (Local Government Association) and the Government (DCLG) as set out in paragraph 6 of this report and the LGA Local Transparency Guidance 2014, as updated 2015, which includes the mandatory requirements in relation to organisation charts, senior salaries and pay multiple.
18. The focus of the legislation relates to the overall pay policy and not individual post holders. The guidance does however allow Local Authorities discretion over some additional areas of supporting content. As part of the County Council's commitment to transparency and public accountability, the Council's Pay Policy Statement extends beyond the basic statutory requirements and pulls together a wide and comprehensive range of information on pay and remuneration in one place and presents it in a simple, consistent format in order that the public can understand:
 - How the Council determines pay and terms and conditions for all staff
 - What the Council pays its employees
 - The context and rationale behind decisions
 - How senior officer remuneration relates to that of other employees.
19. The key principles underpinning the Pay Policy Statement are that the Council currently:
 - Has the right to determine senior officer pay locally
 - Has ensured that senior officer pay and terms and conditions are in line with those applicable to other employees
 - Needs sufficient flexibility to cope with a variety of changing circumstances such as market factor supplements
 - Is committed to openness, transparency and public accountability
 - Needs to reflect local circumstances such as shortage of particular key skills
 - Is committed to equity and fairness of treatment across the whole workforce.
20. The Government's Exit Pay Reforms, to be introduced during 2017, propose restrictions on public sector exit payments and regulate for their recovery where individuals re-enter public service which will impact on this context. When enacted and implemented, this will be reflected as part of future Pay Policy Statements.

21. The Government's Equality Act 2010 (Gender Pay Gap Information) Regulations introduce a mandatory reporting duty for employers of 250 or more employees, based on data from a specific pay period every April, beginning with the month ending 30th April 2017. Employers have 12 months to calculate and publish their overall mean and median pay gap information and the first publication will be required before April 2018. It is therefore proposed that from 1st February 2018 onward the Council's annual Pay Policy Statement, will be used to comply with the new requirement to publish this information on a regular annual basis.
22. A copy of Nottinghamshire County Council's updated annual Pay Policy Statement 2017-2018, which sets out the position as at 1st February 2017, is attached as an **Appendix** to this report.

Other Options Considered

23. The focus of the Pay Policy Statement is on ensuring that the Council complies with the requirement under the Localism Act to have a Pay Policy Statement, the content of which complies with all mandatory legal requirements and to publish this annually. In addition, the Council has sought to pull together all of the information on the policies relating to pay and remuneration and publish this for public scrutiny in a way which enables the public to understand the operational context and decisions made and rationale for these.
24. This Statement can be amended during the financial year as necessary to reflect the prevailing legislation at the time or as emerging practice or clarification of guidance necessitate.

Reason for Recommendation

25. To ensure that Nottinghamshire County Council is legally compliant in terms of the publication of a Pay Policy Statement and accountable to the public of Nottinghamshire.

Statutory and Policy Implications

26. This report has been compiled after consideration of implications in respect of human resources and equalities.

Equality Implications

27. The Council's pay and grading structure is based on a "points to pay" relationship determined through Job Evaluation as a mechanism to ensure the consistent evaluation of the relative value of job roles across the council. This in turn ensures a fair, open and transparent pay and reward structure that is affordable and supports the equal treatment of all employees in respect of their pay, terms and conditions; is compliant with Equal Pay legislation and Single Status requirements. The Council's policies on pay and terms and conditions apply equally to employees at all levels of seniority across the authority.

HR Implications (CG 14/02/17)

28. The HR implications are contained within the body of the report. The Pay Policy Statement pulls together existing policies in relation to pay and terms and conditions,

which have previously been agreed by the Trades Unions and Elected Members, and publishes these for wider public scrutiny.

29. The relevant trade unions have been informed and have noted the information contained in the Pay Policy Statement. The trades unions will be notified of any further changes as part of the annual cycle of review of the Pay Policy Statement.

RECOMMENDATION

It is recommended that Full Council approve the Pay Policy Statement, **as appended**, for publication on the Council's website by 1st April 2017.

Councillor Alan Rhodes
Leader of Nottinghamshire County Council

For any enquiries about this report please contact:

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30. Constitutional Comments (KK 08/03/17)

The proposal in this report is reserved to Full Council for approval.

31. Financial Comments (SS 10/03/17)

There are no specific financial implications arising directly from this report.

Background Papers

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972:

- Openness and Accountability in Local Pay: Guidance under Section 40 of the Localism Act – DCLG 17th February 2012
- Localism Act 2011- Chapter 8 “Pay Accountability” – 15TH November 2011
- Code of Recommended Practice for Local Authorities on Data Transparency (DCLG) – September 2011
- The Hutton Report on Fair Pay in the Public Sector – 2011
- Equality Impact Assessment

- Transparency Code 2014 – DCLG 1st May 2014
- Local Government Transparency Code and Guidance 2015 – DCLG February 2015.
27 February 2015
- Trade Union comments

Electoral Division(s) and Member(s) Affected

All



**Nottinghamshire
County Council**

Pay Policy Statement

2017-18

1st February 2017

CONTENTS:

- 1. Background**
- 2. Purpose and Scope**
- 3. Organisational context**
- 4. Determination of pay and terms and conditions**
- 5. Relationship between highest and lowest paid employees**
- 6. Level and elements of remuneration of Chief Officers**
- 7. Employees with a Total Remuneration of £50,000 or more**
- 8. Appendices A (1, 2a and 2b)**
 - Nottinghamshire County Council Top Level Structure Chart February 2017 (Appendix 1)
 - Chief Officer Pay at Nottinghamshire County Council February 2017 (Appendix 2 a)
 - List of NCC Employees with Total Remuneration of £50,000 or more (Appendix 2b)
- 9. Appendices B: Link to other Pay Policy appendices (3 to15):**

<http://www.nottinghamshire.gov.uk/jobs-and-working/working-for-us/pay-policy-statement-2016>

1. BACKGROUND:

1.1 Section 38 (1) of the Localism Act 2011 requires all local authorities in England and Wales to produce and publish a Pay Policy Statement for each financial year from 2012-13 onward, before 1st April each year.

1.2 Nottinghamshire County Council published its initial Pay Policy Statement in 2012/13 and has published regular annual updates, approved by Full Council, for every subsequent year.

1.3 The Department for Communities and Local Government (DCLG) Transparency Code 2015 replaced all previous Codes, adding to, but not replacing the requirements of the Localism Act.

1.4 The requirements of the Act and the Code do not extend to schools and the scope of the Council's Pay Policy Statement does not therefore extend to school based employees.

1.5 This updated Pay Policy Statement will be published on the Council's website as soon as possible following the agreement of Full Council and by 1st April 2017.

1.6 This Statement will be reviewed annually and amended as necessary to reflect the prevailing legislation at the time; with Full Council approval as required.

1.7 This Statement will be complied with on each occasion when the Council sets the terms and conditions for a new Chief Officer.

1.8 Unless otherwise stated the information and data in this Statement is current as at **1st February 2017**.

2. PURPOSE AND SCOPE:

2.1 The purpose of a Pay Policy Statement is to increase accountability in relation to payments made to senior employees in the public sector, in particular those in local authorities, by enabling public scrutiny.

2.2 The requirements of the Localism Act in respect of transparency about senior pay build on the Accounts and Audit (England) Regulations 2011 with which the County Council is also compliant. Published details of the remuneration of its Chief Executive and Corporate Directors can be found on the Council's public website.

2.3 The Localism Act requires that a Pay Policy Statement (PPS) must articulate the Council's own policies towards a range of issues relating to the pay of its workforce, in particular its Chief Officers, as defined by the Local Government and Housing Act 1989 and to its lowest paid employees.

2.4 The core requirements of the provisions of the Localism Act are that a Pay Policy Statement must set out the Authority's policies relating to senior salaries, remuneration and pay multiples, specifically:

- The remuneration of its lowest paid employees
- The definition used for this group and the reason for adopting this definition.
- The relationship between Chief Officer Remuneration and that of other staff
- The Pay Multiple relationship between the highest earnings and the lowest earnings and between the highest earnings and the median earnings figure for the whole authority workforce

2.5 The Act defines Chief Officer remuneration as the level and elements of remuneration for each Chief Officer (including salary, any bonuses/performance related pay, charges/fees/allowances, benefits in kind, enhancement to pension at termination).

2.6 The Transparency Code carries specific legal requirements to publish some organisation and salary information which include the following:

- The Pay Multiple must reflect a particular date in the year (in this case the Council's annual Pay Policy Statement update as at 1st February each year), and include all elements of remuneration, not just taxable earning, that is base salary, variable pay allowances and any bonuses or payments in kind, but excluding pension
- Clarification that median remuneration should be used in Pay Multiple information
- A list of the number of employees with remuneration above £50,000 in brackets of £5,000, with job title and the functions and services for which they are responsible.
- Any employees earning in excess of £150,000 must be named. In this Council this applies only to the post of Chief Executive.
- An up to date mandated organisation chart for the top 3 organisational tiers which is published on the Council's Public website.

2.7 All mandatory requirements of the relevant current legislation set out in both the Act and the Code, none of which extend to school based employees, have been reflected in the Council's updated Pay Policy Statement for 2017/18.

2.8 Nottinghamshire County Council's current Pay Policy Statement meets the mandatory requirements of both the Act and the Code and provides information on Nottinghamshire County Council's Pay and Conditions of Service for its Chief Officers in comparison to the majority of the workforce employed on Local Government Scheme (LGS) terms and conditions.

Specifically it covers the Council's policy on the following points:

- the level and elements of remuneration for each Chief Officer
- the remuneration of the Council's "lowest paid employees"

- the relationship between the remuneration of Chief Officers and other officers
- other aspects of Chief Officers' remuneration including remuneration on recruitment, increases and additions to remuneration, use of performance related pay and bonuses, termination payments.

2.9 This Pay Policy Statement includes all direct employees covered by the National Joint Council (NJC) for Local Government Services national agreement on pay and conditions of service and those covered by the Joint Negotiating Committee (JNC) conditions of service for Chief Executives and Chief Officers.

2.10 **Appendix 1** contains a structure chart of all Senior Employees (as defined by the Act), of the Council employed by the Council as at **1st February 2017**, that is:

- Chief Executive
- Corporate Directors
- Service Directors
- Any Group Managers and other senior posts reporting direct to a Corporate Director
- Director of Public Health.

All of these senior employees are directly employed by the Council.

2.11 Nottinghamshire County Council's Pay Policy Statement reflects the wide definition of "remuneration" within the relevant legislation. This includes not just pay but also pay awards, increments, additional contractual payments and allowances and enhancements but excludes pensions. The Council does not pay bonuses or benefits in kind to any of its employees.

3. ORGANISATIONAL CONTEXT:

3.1 As the largest employer in Nottinghamshire, the County Council's ambition is to contribute to building a more prosperous local community by modelling good employment practice, including ensuring fairness in the way that it pays and rewards its existing and future employees.

3.2 The Council also wishes to be an attractive source of potential employment to job seekers across its community and is committed to using its resources to create meaningful and properly remunerated employment opportunities for local people, information about current vacancies can be found on the Council's website.

3.3 In light of the budget challenges facing the Council a vacancy management process, the 'Vacancy Control Process' has been effective from 3 June 2013. Consideration is given to holding posts vacant for deletion as savings. Those posts released to be filled will initially be offered to existing employees at risk of redundancy to support efforts to protect their employment

and avoid the costs associated with redundancy by redeploying them into appropriate vacancies.

3.4 The following information outlines the Council's operating basis and general position in respect of employment, pay and conditions of service and is pertinent to the current statutory requirements of the Localism Act and the Transparency Code.

3.5 Nottinghamshire is the 10th largest local authority in England, with an estimated population of 805,800 (source: ONS mid 2015 population estimates).

3.6 The Council remains the largest employers in the county with a headcount of **7,507** directly employed permanent and temporary staff, as at 1st February 2017 (excluding those in schools), a significant proportion of whom directly provide more than 400 statutory and discretionary services to the people of Nottinghamshire.

3.7 For 2017/18 the Council's gross budget will be £1.1 billion of which £0.7 billion is for the direct running costs of service delivery and £0.4 billion relates to staffing costs. The Council's budget is financed by a combination of general income and grants £0.4 billion, formula grant £0.1 billion; dedicated schools grant £0.3 billion and Council tax £0.3 billion.

3.8 In order to meet the continuing budget challenges facing it the Council is reviewing and restructuring its services through the ongoing delivery of its major organisational transformation programme called "Redefining Your Council".

3.9 The Council's Chief Executive works within the national conditions of service covered by the JNC for Chief Executives. The four posts of Corporate Director are covered by the JNC for Chief Officers. Together with the Director of Public Health, who from 1st April 2016 is on NJC terms and conditions, these posts constitute the Council's Corporate Leadership Team.

3.10 Public Health services in Nottinghamshire and Nottingham City came under the responsibility of the respective County and City Councils from 1st April 2013. Public health staff initially transferred from the health service to the respective Councils on their NHS terms and conditions. From 1st April 2016 these employees transferred onto NJC terms and conditions for local government employees.

3.11 Employees defined by the Localism Act as Chief Officers, including Service Directors, work within the national conditions of service covered by the JNC for Chief Officers. All other employees, other than a small number covered by national terms and conditions for Soubury staff, Craft Workers or the JNC for Youth and Community Workers (whose pay is also determined through national bargaining), work within the national conditions of service covered by the NJC for Local Government Employees.

4. DETERMINATION OF PAY AND TERMS AND CONDITIONS:

4.1 Nottinghamshire County Council continues to subscribe to national pay bargaining through the National Joint Council (NJC) on which the local government employers are represented by the Local Government Association (LGA).

4.2 The Council fully implemented “Single Status” in 2008. This term was designed by the national employers and trade unions to describe the equal treatment of all employees in respect of their pay, terms and conditions.

4.3 Arising from this the Council has an established pay and grading structure which is based on a “points to pay” relationship determined through a Job Evaluation process.

4.4 Job Evaluation:

4.4.1 The consistent evaluation of the relative value of job roles across the Council ensures a fair, open and transparent pay and reward structure that is affordable and compliant with Equal Pay legislation and Single Status requirements.

4.4.2 The County Council continues to use two job evaluation schemes to evaluate the work of its employees using trained in-house Job Analysts for all posts other than posts at Service Director level which are subject to an independent analysis by an external provider, the Hay Group.

- The “Hay” scheme:

4.4.3 This method of job evaluation was selected by the Council as it has been used extensively across the public sector and particularly in local government. It provides a coherent model to compare dissimilar jobs and the characteristics of different levels of work.

4.4.4 There are specific criteria for determining if the post should be evaluated using this scheme as outlined in **Appendix 4**.

4.4.5 If a job scores less than 175 points (band A) under the Hay scheme, the job will then be evaluated under the National Job Evaluation scheme and that score will determine the grade.

- National Job Evaluation (NJE) scheme:

4.4.6 The evaluated job score equates to a pay band on the Council’s Salary Scale which is attached as **Appendix 3**.

4.4.7 The Hay Group and NJE Job Evaluation Schemes will continue to be used to establish pay grades for all jobs covered by the NJC, including Service Directors.

4.4.8 A copy of the Council's Grading Policy is attached as **Appendix 4**. The principles outlined in the policy and the schemes used have not changed.

4.4.9 The Council has a Competency Framework which provides a standard set of behaviours applicable to all employees against key role descriptors at a range of levels, including Chief Officers. This assessment informs individuals' learning plans and supports effective service delivery but is not related to pay.

4.5 Pay awards and increases:

4.5.1 Nottinghamshire County Council adheres to national pay bargaining in respect of the national pay spine and any annual cost of living increase negotiated on the pay spine.

4.5.2 The Local Government national pay award for 2016 up to 31st March 2018 was applied to all employees below Service Director level in the structure (see **Appendices 1, 2 and 3**).

4.5.3 For the first time since 2009 a national pay award for Chief Executives was agreed for the period 2016-18, this equates to a 1% increase. An equivalent 1% national pay award for 2016-18 was also agreed for Chief Officers and this has been applied to all Corporate Directors and Service Directors.

4.5.4 The application of the 1% national pay award for Chief Executives of local authority's from 1 January 2016 to 31st March 2018; increased the fixed salary of the Council's Chief Executive whose salary, proportionate to the size and scope of the authority, was £ 170,000 by £1,700 to £171,700, as set out in 5.1.1 below.

4.5.5. Other NCC employees also received the national pay award which is equivalent to 1% over two years.

4.5.6 As part of its overall ambition to model good employment practice, Nottinghamshire County Council formally adopted the "Living Wage" rate determined by the Living Wage Foundation for the U.K (outside London) from 1st April 2014. The current nationally set Living Wage Foundation Living Wage rate of £8.45 per hour, applies to all of the Council's direct employees on spinal column point 13 or below (grades 1 and 2), on its current pay scale.

4.5.7 The Living Wage rate is paid as an allowance on top of existing pay rates, as the minimum basic rate of pay paid on the Council's pay spine, applied to all hours worked, including enhancements and overtime payments.

4.5.8 In addition, as part of its commitment to fair pay and stimulating local economic growth from 1st April 2014, the Council ensured that all young people placed within the authority as Apprentices, and therefore outside of the scope of the Living Wage Foundation rate, are paid the current national Minimum Wage rate for their age.

4.6 Incremental salary progression:

4.6.1 The Chief Executive and Corporate Directors are on fixed salaries, that is, no incremental progression applies.

4.6.2 The LGA recommend that local authorities continue to pay contractual annual increments within their agreed pay bands. Nottinghamshire County Council has complied with this and all other employees continue to receive contractual annual increments up to the maximum spinal column point of the evaluated salary band for their post.

4.7 Pensions:

4.7.1 The directly employed staff who are the subject of this Pay Policy Statement, including Chief Officers, are covered by the Local Government Pension Scheme. Employees who are members of the Local Government Pension Scheme (LGPS) pay contributions from their salary dependent on their actual earnings on a 9 band basis as set out in the LGPS Regulations in the table below:

Local Government Pension Scheme Member Contributions - Standard pay band table 2016/2017 (applies as at 1.2.17):

Band	Range	Contribution Rate
1	£0 - £13,600	5.5%
2	> £13,601 - £21,200	5.8%
3	> £21,201 - £34,400	6.5%
4	> £34,401 - £43,500	6.8%
5	> £43,501 - £60,700	8.5%
6	> £60,701 - £86,000	9.9%
7	> £86,001 - £101,200	10.5%
8	> £101,201 - £151,800	11.4%
9	>£151,800	12.5%

4.7.2 The pay band ranges are periodically reviewed.

4.7.3 Under current LGPS Regulations, from 1st April 2014, the standard employee contribution rate is assessed on actual pensionable pay, including non-contractual overtime. Those employees who have taken the 50/50 option allowable under the revised LGPS regulations 2014 will pay half of the contribution rate shown.

4.7.4 These provisions apply equally to Chief Officers whose salaries place them in the top 4 of the band ranges. If a member of the LGPS, the Chief Executive contributes 12.5% of their salary to their membership of the scheme.

4.7.5 By law, workplace pension provisions are required to include an employer contribution. The Council's employer's contribution rate is determined locally by the Actuary for the Nottinghamshire Pension Fund following a 3 yearly valuation. Taking deficit into account, the Council's employer contribution to the pension of

all employees at all levels is currently based on 20% and will increase to 22.2% with effect from 1st April 2017.

4.7.6 Currently NJC terms and conditions apply to the Public Health employees who transferred into the County Council on 1st April 2013, however under the provisions of a Directions Order, certain categories of employees working in Public Health have been able to remain in the NHS scheme, this is currently a 7 tier contributory pension scheme under which employees currently contribute between 5 % and 14.5 % of their salary dependent on seniority as set out in the table below:

NHS Pension Scheme Member Contributions April 2016 – March 2019:

Contribution Rates before tax relief (gross) Tier	Full-time pensionable pay/earnings used to determine contribution rate	Contribution rate (before tax relief) (gross) 1 April 2015 to 31 March 2019
1	Up to £15,431.99	5%
2	£15,432.00 to £21,477.99	5.6%
3	£21, 478.00 to £26,823.99	7.1%
4	£26,824.00 to £47,845.99	9.3%
5	£47,846.00 to £70,630.99	12.5%
6	£70,631.00 to £111,376.99	13.5%
7	£111,377.00 and over	14.5%

4.8 Professional fees:

4.8.1 The professional fees of qualified Solicitors and Legal Executives and Architects employed by the Council are paid annually by the Council to enable them to continue to practice.

4.8.2 Payment of fees to cover the cost of registration with their professional body (HCPC) for Social Workers and Occupational Therapists are a matter of personal responsibility.

4.8.3 No professional fees are paid for any other employee groups, including Chief Officers.

4.9 Acting Up Allowances and Honoraria:

4.9.1 Nottinghamshire County Council's current policy on the payment of Acting Up Allowances and Honoraria is set out in **Appendix 6**. Such payments are only made on an exception basis on the submission of a full business case, at the discretion of the appropriate Chief Officer.

4.10 Overtime and other additional payments:

4.10.1 In line with the NJC national agreement on pay and conditions of service, employees on spinal column point 28 (£24,717) and below are entitled to additional payments when required to work:

- on Saturday or Sunday
- on public holidays
- at night
- sleeping in duty
- split shifts
- beyond the full time equivalent hours for the week in question.

4.10.2 Members of the Corporate Leadership team are expected to be on call at all times as part of their duties and responsibilities and receive none of the additional payments available to other employees.

4.11 Car Leasing Scheme:

4.11.1 The Council's scheme (**Appendix 14**) applies to all employees including Chief Officers. At present no Chief Officers are using vehicles leased under the provisions of the scheme as indicated in **Appendix 2**

4.12 Payment of expenses:

4.13.1 Where claimed, expenses incurred by staff, including Chief Officers, in the course of carrying out their duties are paid in line with the Council's Travel and Accommodation Policy. This is part of the nationally agreed terms and conditions of service supplemented by the Council's local conditions as laid down in its policies on Travelling Allowances (**Appendix 11**), and Subsistence Allowance (**Appendix 12**). All expenses claimed by the Chief Executive and Corporate Directors are published on the County Council's website.

4.13 Pay Protection:

4.13.1 The Council's Pay Protection Policy was last reviewed as part of the package of changes to terms and conditions and associated policies implemented in April 2010 in response to budget pressures. A copy is attached as **Appendix 13**.

4.13.2 This policy is used in circumstances where the duties of a post change and following re-evaluation the grade for the post goes down and may also be applied in some circumstances where, to protect their ongoing employment, individuals are redeployed to a lower graded post.

4.13.3 All employees receive salary protection for a period of two years, but with salary being frozen at the point at which pay protection starts, i.e., employees will not receive any subsequent incremental increases or any annual cost of living pay awards. At the end of the protection period the

employee reverts to the maximum spinal column point or spot point of the substantive grade of their post.

4.14 Redundancy compensation payments:

4.14.1 Contractual notice and redundancy pay in relation to a redundancy is as set out in the Council's policy on Redundancy and Early Retirement which currently applies to all employees of the Council, including Chief Officers **(Appendix 7)**.

4.14.2 Local Authorities are able to grant, at their discretion, benefits in excess of the statutory provisions for payments to employees who cease their employment prematurely on the grounds of redundancy. Under the Equality Act 2010, Local Authorities are required to develop and publish their own policy on the award of any discretionary redundancy payments for loss of employment.

4.14.3 Nottinghamshire County Council has exercised this discretion to apply to all employees a multiplier of 1.65 on the statutory redundancy formula based on age and local government service, capped at 30 years reckonable service. A copy of Nottinghamshire County Council's current redundancy payment calculator is contained in **Appendix 8**.

4.14.4 Contractual redundancy payments are therefore calculated using the discretionary formula which already includes the statutory element. This allows up to 50 weeks actual salary (dependent on age and length of service) regardless of whether the individual is under or over 55 years of age or whether the individual concerned is in the LGPS pension scheme.

4.14.5 No other additional payments or enhancements are payable.

4.14.6 This policy currently applies to all direct employees, including Chief Officers.

4.15 Payment on retirement:

4.15.1 Employees may also leave the employment of the Council under the following types of termination:

Efficiency of the Service - As set out in the Council's policy on Redundancy and Early Retirement this provision would only be used in very exceptional circumstances.

Flexible Retirement - As set out in the Council's policy on Flexible Retirement **(Appendix 9)** employees may apply for employer permission to access their pension from age 55 but remain working at the Council either on reduced pay or reduced hours. Due to the associated Pension Strain costs this provision has not been applied to Chief Officers.

4.15.2 Under the terms of the LGPS Regulations employees may also retire on the basis of age:

Age Retirement - Under Pension Regulations employees, including Chief Officers, may automatically access their pension benefits, currently from age 60, when they leave employment. As permitted under the Employment Equality (Age) Regulations 2006, the Council does not operate a default retirement age whereby employees are dismissed at age 65.

Early Retirement - As set out in the Council's policy on Redundancy and Early Retirement, under LGPS regulations, employees can request access to their pension from age 55 with the Council's consent. An actuarial reduction will normally apply unless the Council chooses to waive this.

4.15.3 Re-engagement of former employees:

Nottinghamshire County Council's policy on the Re-employment and Re-engagement of Former Employees is set out in full in **Appendix 10** and currently applies to all employees, including Chief Officers. Where the former employee has previously received a voluntary or compulsory redundancy payment, part or all of the compensatory element of the redundancy payment may be recovered and abatement of pension could apply.

5. RELATIONSHIP BETWEEN HIGHEST AND LOWEST PAID EMPLOYEES:

5.1. Highest and lowest paid employees:

5.1.1 The Council's highest paid employee is its Chief Executive, Anthony May, who earns a fixed annual salary of **£171,700**.

5.1.2 For the purpose of this Pay Policy Statement, the definition of "Lowest Paid Employee" at Nottinghamshire County Council are employees on Grade 1 spinal column point 6. On the national pay spine this equates to £14,514, annual basic pay (£7.52 per hour) which exceeds the age related statutory National Minimum Wage, currently set at a maximum of £7.20 per hour for employees aged 25 years or over. The Council's current Living Wage allowance reflects the Living Wage Foundation Living Wage Rate and brings its minimum pay rate up to £8.45 an hour.

5.1.3 The Council introduced the Payment of the Living Wage Allowance from 1st April 2014, based on the Living Wage Foundation rate. This benefitted just over 2,200 of its lowest paid direct employees living in some of the most deprived parts of the County. The subsequent implementation of nationally determined annual increases in this rate have brought the current lowest rate of pay offered for a substantive post at the Council to £8.45 per hour when the living wage allowance is included. This is paid to all substantive employees on point 13 and below on the current pay spine, bringing their annual pay to £16,302.

5.2 Relationship between the Pay of the Highest and Lowest Earner:

5.2.1 When expressed as a multiplier of pay, the Chief Executive's salary as at 1st February 2017 is **10.5:1** greater than that of the Council's lowest earner when the Living Wage Allowance is included.

5.3 Median Pay of Workforce:

5.3.1 For the purpose of this Pay Policy Statement, Nottinghamshire County Council has updated this calculation to ensure it is compliant with the definition set out in the Local Government Transparency Code 2014 which includes all elements of taxable earnings for the 12 months February 2016 to January 2017 inclusive, variable pay and allowances.

5.3.2 The Council does not pay bonuses or offer any benefits in kind.

5.3.3 As at 1st February 2017, the Council's Full Time Equivalent **Median Pay**, that is the mid-point on the range of pay points, was: **£18,560** per annum (approx. spinal column point 19 on the Council's pay scale).

5.4 Pay Multiple:

5.4.1 As at 1st February 2017, the relationship between the Chief Executive's pay and that of the Council's median (mid-point), earner (£18,560), was a ratio of **9:1**.

5.4.2 Nottinghamshire County Council does not currently have a policy of maintaining or reaching a specific pay multiple target.

6. LEVEL AND ELEMENTS OF REMUNERATION OF CHIEF OFFICERS:

6.1 The definition of a Chief Officer adopted by the Act is, as defined by the Local Government and Housing Act 1989, any post that reports directly to the statutory Chief Officer, the Chief Executive. In the case of this Authority this currently applies to Corporate Directors, and those who report to them (Service Directors).

6.2 The pay of Chief Officers at Nottinghamshire County Council is determined by its democratically elected representatives through its Personnel Committee which, under current constitutional arrangements, has delegated authority from the County Council to make decisions on behalf of the Council relating to pay, terms and conditions (**see Appendix 15**)

6.3 Under current Constitutional arrangements, Chief Officer appointments are made by elected members on the Senior Staffing Sub Committee which is a sub-committee of the Personnel Committee. These Committees refer appointments in respect of the Chief Executive, Monitoring Officer and Section 151 Officer to Full Council as such appointments are subject to ratification by Full Council.

6.4 The comparative level of remuneration of each Corporate Director is decided on the basis of their particular accountabilities and responsibilities (including any statutory responsibilities) and the size of the job, taking into account the range of services provided the number of employees and the size of the population within their remit. This is supported by information from the Hay Group on median pay rates for comparative roles of a similar size in a range of public sector organisations across the country.

6.5 The table at **Appendix 2 (a)** sets out a comprehensive breakdown of all pay related terms and conditions offered to the County Council's senior employees, including Chief Officers, which are in line with those which apply to other members of staff.

6.6 In compliance with the Accounts and Audit (England) Regulations 2011 the detail of the remuneration of all members of the Chief Officers Leadership Team is also set out in the individual profiles on the Council's public website under "Council and Democratic - Council Structure - About Senior Officers and Pay Policy Statement".

6.7 In compliance with the Transparency Code 2015 this also now contains an up to date, as at 1st February 2017, senior structure chart with an associated pay table in bands of £5,000.

6.8 Statutory guidance to the Localism Act (section 40), requires that any severance packages for senior officers of, or above, £100,000 are approved by Full Council. No such payments have been made by the Council between 1st February 2015 and 31st January 2017.

6.9 Remuneration of Chief Officers on recruitment:

6.9.1 The starting salary of the Council's Service Directors falls within the pay band for their job, as set out in **Appendix 2 (a) and 3**, and is subject to annual incremental progression to the top point of the pay band.

6.9.2 The starting salary offered will not be more than the maximum of the pay band for the evaluated grade of the job unless another policy, such as Market Factor Supplements (**Appendix 5**), is applicable.

6.9.3 On appointment, a Chief Executive or Corporate Director will be appointed to the agreed fixed spot salary for their post.

6.10 Returning / Counting Officer's Fee:

6.10.1 In Nottinghamshire, the County Council's Chief Executive is the Chief Officer nominated as Returning Officer in charge of the running of Local, European, Parliamentary Elections and National Referenda. The Council does not govern the fee payable for these elections as it is funded by central government and is therefore not related to Nottinghamshire County Council's

terms and conditions. The Chief Executive receives no additional remuneration for Returning Officer duties.

6.11 Deputy Chief Executive

6.11.1 The Council makes an additional payment of £416.67 per month that is £5,000 per annum (gross), to the Corporate Director appointed to undertake the additional duties involved in formally deputising for the Chief Executive. Currently this is the Corporate Director of Adult Social Care and Health and Public Protection.

6.12 Monitoring Officer's Fee:

6.12.1 The Council's Corporate Director of Resources currently fulfils the statutory obligations of the Monitoring Officer to ensure Nottinghamshire County Council, its officers, and its elected Councillors maintain the highest standards in all they do. The Monitoring Officer's legal basis is found in [Section 5 of the Local Government and Housing Act 1989](#); as amended by the Local Government Act 2000. This duty was taken into consideration in the evaluation of the salary of the Corporate Director Policy, Planning and Corporate Services post under the Hay Group Job Evaluation scheme. The post holder also undertakes the Monitoring Officer role to the Police and Crime Panel but receives no additional remuneration for this work. The Deputy Monitoring Officer is the Group Manager - Legal and Democratic Services.

6.13 Section 151 Officer

6.13.1 In Nottinghamshire County Council this responsibility under the local Government Act 1972 is undertaken by the Service Director Finance, Procurement and Improvement. This duty was taken into consideration in the evaluation of the salary of the Service Director Finance, Procurement and Improvement under the Hay Group Job Evaluation scheme. No separate payment is made for undertaking this function.

6.14 Public Health transfer

6.14.1 The Director of Public Health and their direct reports were initially paid on NHS pay and terms and conditions for Consultants on a transitional basis under Statutory Instrument for a period of two years from the date of transfer, which was 1st April 2013. Following a structural review all public health posts have been established in a new structure on the Council's terms and conditions.

6.15 Payments to Chief Officers on ceasing to hold office or be employed by Nottinghamshire County Council:

6.15.1 To ensure accountability is maintained Under Part 6c of the Council's current Constitution (**Appendix 15**), under delegated powers from Full Council, the Senior Staffing Committee is responsible for the appointment and

dismissal of and the taking of disciplinary action against senior employees. That is the Chief Executive, Corporate Directors and Service Directors, including the Monitoring Officer and Section 151 Officer.

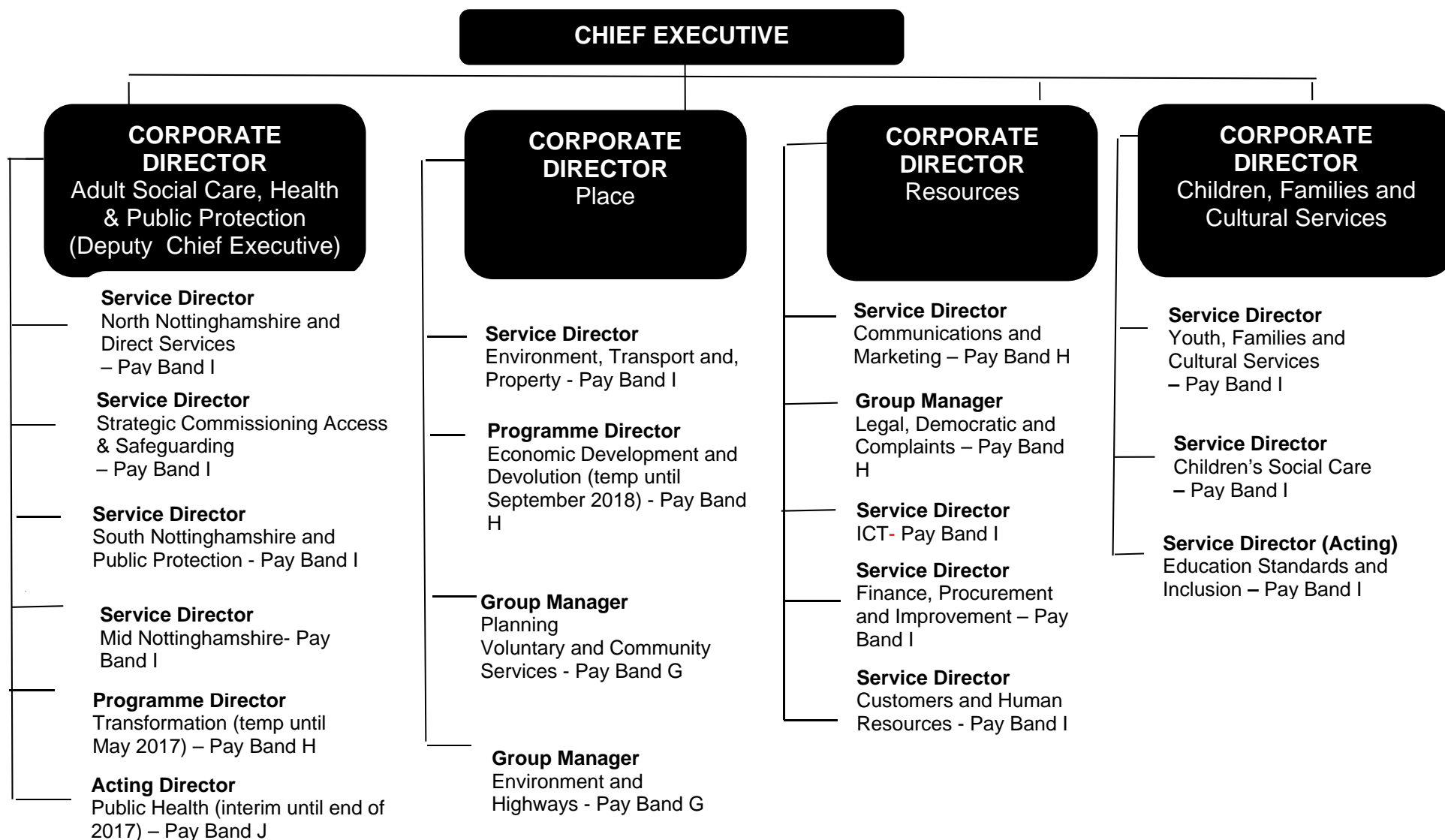
6.15.2 The Council's payment to Chief Officers leaving the Council is made under the same types of termination and same rules as for other employees as set out in **section 4 above** and the relevant policies apply. Any such terminations are reported to Personnel Committee and published in the annual Statement of Accounts.

6.15.3 In compliance with the supplementary statutory guidance to the Localism Act (section 40), any severance packages for senior officers of or above £100,000 will be subject to approval by Full Council.

6.15.4 The Government's current proposals to introduce a cap on exit payments and regulate for their recovery where individuals re-enter public would further restrict these provisions and necessitate a review of current Council policy.

7. EMPLOYEES WHOSE REMUNERATION IS £50,000 OR ABOVE

7.1 In compliance with the requirements of the Transparency Code 2014, a list of the number of employees with a total remuneration, including salary and allowances above £50,000, along with the job title and area of responsibility, is set out in **Appendix 2 b**. At 1st February 2017 the total number of employees in scope was **108, a reduction of 16** compared to **124** as at February 2016. Remuneration is expressed in brackets of £5,000, with job title and the functions and services for which they are responsible.



Appendix A (2a): Chief Officer pay at Nottinghamshire County Council 1 st February 2017								
Chief Officer post (See structure chart at appendix 1)	Current annual basic pay	Salary scale (see appendix 3)	Increase and additions including any Honoraria or MFS	Bonuses	Benefits in kind	Increase / enhancements to pension	Amount payable of cessation of employment	Car lease (Y/N)
Chief Executive – Head of Paid Service	£171,700	CE	Nil	Not applicable under single status agreement	Not applicable – not paid	Not applicable – LGPS provision apply to all NCC staff (see section 4 of PPS)	As agreed redundancy compensation provisions applicable to all NCC staff (see appendix 8)	N
Corporate Director Children, Families and Cultural Services	£136,257	CO	Nil					N
Corporate Director Adult Social Care, Health and Public Protection	£122,585	CO	£5000 additional allowance per year for Deputy Chief Executive duties					N
Corporate Director Resources (Monitoring Officer)	£122,585	CO	Nil					N
Corporate Director Place	£122,585	CO	Nil					N
Service Director – Youth, Families and Cultural Services	£89,667	Band I	Nil					N
Service Director – Childrens Social Care	£89,667	Band I	Nil					N

Service Director – Education Standards and Inclusion	£82,441	Band I	Nil					N
Service Director – North Nottinghamshire	£82,441	Band I	Nil					N
Service Director – Mid Nottinghamshire	£84,213	Band I	Nil					
Service Director – Strategic Commissioning, Access and Safeguarding	£89,667	Band I	Nil					N
Service Director –South Nottinghamshire and Public Protection	£89,667	Band I	Nil					N
Director – Public Health	£74,371 (32 hours per week)	Band J	Nil			NHS pensions provisions under TUPE transfer	As per agreed redundancy compensation provisions	N
Programme Director (Temp to May 2017)	£68,415	Band H	Nil					N
Service Director – Environment, Transport and Property	£89,667	Band I	Nil					N
Group Manager – Environment & Highways	£65,337	Band G	Nil					N
Team Manager – Economic Development	£46,160	Band E	Nil					N
Group Manager – Planning, Voluntary and Community Services	£65,337	Band G	Nil					N

Service Director – Communications and Marketing	£73,944	Band H	Nil					N
Group Manager- Legal, Democratic and Complaints	£73,164	Band H	Nil					N
Service Director - ICT	£89,667	Band I	Nil					N
Service Director – Finance, Procurement and Improvement	£85,988	Band I	Nil					N
Service Director – Customers and Human Resources	£89,667	Band I	Nil					N

Appendix A (2b)

NCC Employees with a total remuneration of £50,000 p.a. or greater as at 01/02/2017 (named as indicated where this exceeds £150,000 p.a)

Job title and area of responsibility	FTE Salary in bands of £5000	Number of Employees
Chief Executive – Anthony May	£170,000 - £174,999	1
Corporate Director - Children, Families & Cultural Services	£130,000 - £134,999	1
Corporate Director - Adult Social Care, Health and Public Protection	£125,000 - £129,999	1
Consultant in Public Health - Adult Social Care, Health and Public Protection	£125,000 - £129,999	1
Corporate Director - Place	£120,000 - £124,999	1
Corporate Director - Resources	£120,000 - £124,999	1
Consultant in Public Health - Adult Social Care, Health and Public Protection	£105,000 - £109,999	1
Service Director Environment, Transport, Property - Place	£85,000 - £89,999	1
Service Director Children's Social Care - Children, Families & Cultural Services	£85,000 - £89,999	1
Service Director South Nottinghamshire and Public Protection - Adult Social Care, Health and Public Protection	£85,000 - £89,999	1
Service Director Youth, Families & Cultural Service - Children, Families & Cultural Services	£85,000 - £89,999	1
Service Director Customers & HR - Resources	£85,000 - £89,999	1

Service Director Strategic Commissioning, Access and Safeguarding - Adult Social Care, Health and Public Protection	£85,000 - £89,999	1
Service Director ICT - Resources	£85,000 - £89,999	1
Director of Public Health - Adult Social Care, Health and Public Protection	£85,000 - £89,999	1
Service Director Finance, Procurement & Improvement - Resources	£85,000 - £89,999	1
Service Director Mid Nottinghamshire - Adult Social Care, Health and Public Protection	£80,000 - £84,999	1
Service Director Standards & Inclusion - Children, Families & Cultural Services	£80,000 - £84,999	1
Service Director North Nottinghamshire & Direct Services - Adult Social Care, Health and Public Protection	£80,000 - £84,999	1
Consultant in Public Health - Adult Social Care, Health and Public Protection	£80,000 - £84,999	1
Service Director Communications & Marketing - Resources	£70,000 - £74,999	1
Group Manager Legal & Democratic Service - Resources	£70,000 - £74,999	1
Program Director - Adult Social Care, Health and Public Protection	£65,000 - £69,999	1
Group Manager Support to Schools Service - Children, Families & Cultural Services	£65,000 - £69,999	1
Group Manager Young Adults Ashfield & Mansfield - Adult Social Care, Health and Public Protection	£65,000 - £69,999	1
Group Manager Performance & Improvement - Resources	£65,000 - £69,999	1
Group Manager Planning - Place	£65,000 - £69,999	1

Group Manager Family Service - Children, Families & Cultural Services	£65,000 - £69,999	1
Group Manager Environment & Highways - Place	£65,000 - £69,999	1
Group Manager Operational Delivery - Resources	£65,000 - £69,999	1
Group Manager Property - Place	£65,000 - £69,999	1
Group Manager Waste & Energy - Place	£65,000 - £69,999	1
Group Manager Youth & Families - Children, Families & Cultural Services	£65,000 - £69,999	1
Team Manager Psychology Services - Children, Families & Cultural Services	£60,000 - £64,999	1
Group Manager Financial Management - Resources	£60,000 - £64,999	1
Group Manager Business Change & Engagement - Resources	£60,000 - £64,999	1
Group Manager Fieldwork/Residential Children's Disability Service - Children, Families & Cultural Services	£60,000 - £64,999	1
Group Manager Technical Design & Build - Resources	£60,000 - £64,999	1
Team Manager Education Improvement - Children, Families & Cultural Services	£60,000 - £64,999	2
Group Manager District Child Protection - Children, Families & Cultural Services	£60,000 - £64,999	1
Group Manager Procurement - Resources	£60,000 - £64,999	1
Group Manager Integrated Disability Service - Children, Families & Cultural Services	£55,000 - £59,999	1

Group Manager Access to Resources - Children, Families & Cultural Services	£55,000 - £59,999	1
Group Manager Family Service - Children, Families & Cultural Services	£55,000 - £59,999	1
Group Manager Finance Strategy & Compliance - Resources	£55,000 - £59,999	1
Education Adviser - Children, Families & Cultural Services	£55,000 - £59,999	1
Education Improvement Advisor - Children, Families & Cultural Services	£55,000 - £59,999	5
Group Manager Catering & Facilities Management - Place	£55,000 - £59,999	1
Group Manager Fieldwork Social Work Team South - Children, Families & Cultural Services	£55,000 - £59,999	1
Senior Public Health & Commissioning Manager - Adult Social Care, Health and Public Protection	£55,000 - £59,999	3
Senior Locality Manager - Children, Families & Cultural Services	£55,000 - £59,999	1
Regional Joint Improvement Programme Manager - Adult Social Care, Health and Public Protection	£55,000 - £59,999	1
Group Manager Business Support - Resources	£55,000 - £59,999	1
Group Manager Business Support Centre - Resources	£55,000 - £59,999	1
Group Manager Historic Abuse - Children, Families & Cultural Services	£55,000 - £59,999	1
Group Manager Safeguarding Adults - Adult Social Care, Health and Public Protection	£55,000 - £59,999	1
Group Manager Young Adults Newark & Bassetlaw - Adult Social Care, Health and Public Protection	£55,000 - £59,999	1

Group Manager Customers - Resources	£55,000 - £59,999	1
Group Manager Day Services - Adult Social Care, Health and Public Protection	£55,000 - £59,999	1
Group Manager Emergency Planning & Registration - Adult Social Care, Health and Public Protection	£55,000 - £59,999	1
Group Manager HR Operations - Resources	£55,000 - £59,999	1
Group Manager HR Workforce & Organisational Development - Resources	£55,000 - £59,999	1
Group Manager Internal Audit - Resources	£55,000 - £59,999	1
Group Manager Older Adults Broxtowe, Gedling & Rushcliffe - Adult Social Care, Health and Public Protection	£55,000 - £59,999	2
Group Manager Older Adults Ashfield & Mansfield - Adult Social Care, Health and Public Protection	£55,000 - £59,999	1
Group Manager Quality & Improvement - Children, Families & Cultural Services	£55,000 - £59,999	1
Group Manager Residential - Adult Social Care, Health and Public Protection	£55,000 - £59,999	1
Group Manager Trading Standards - Adult Social Care, Health and Public Protection	£55,000 - £59,999	1
Programme Manager - Resources	£55,000 - £59,999	2
Programme Manager (Independent Inquiry) - Resources	£55,000 - £59,999	1
Team Manager Principal Solicitor - Resources	£55,000 - £59,999	2
Senior Educational Psychologist - Children, Families & Cultural Services	£50,000 - £54,999	4

Education Improvement Advisor - Children, Families & Cultural Services	£50,000 - £54,999	1
Team Manager - Children, Families & Cultural Services	£50,000 - £54,999	1
Team Manager Schools & Family Specialist Services - Children, Families & Cultural Services	£50,000 - £54,999	1
Educational Psychologist - Children, Families & Cultural Services	£50,000 - £54,999	14
Group Manager Older Adults Newark/Bassetlaw - Adult Social Care, Health and Public Protection	£50,000 - £54,999	1
Group Manager Safeguarding, Independent Review & Quality Assurance - Children, Families & Cultural Services	£50,000 - £54,999	1
Senior Public Health & Commissioning Manager - Adult Social Care, Health and Public Protection	£50,000 - £54,999	1
Deputy Manager (Ed) - Children, Families & Cultural Services	£50,000 - £54,999	1
Group Manager Quality & Market Management - Adult Social Care, Health and Public Protection	£50,000 - £54,999	1
Team Manager - Place	£50,000 - £54,999	1
Teacher Leader - Children, Families & Cultural Services	£50,000 - £54,999	1
Total		108
Notes		
Employees whose remuneration exceeds £150,000 are named		
NCC Senior managers do not receive any bonuses or 'benefits in kind'		
Pension contributions are as per the LGPS standard pay band (as set out in the Pay Policy Statement 2017/2018)		
NCC policies relating to expense, allowances and loss of office are set out in the Pay Policy Statement 2017/2018		

