

Public Document Pack



Hinckley & Bosworth
Borough Council

Bill Cullen MBA (ISM), BA(Hons) MRTPI
Chief Executive

Date: 12 August 2020

To: **Members of the Scrutiny Commission**

Mr MR Lay (Chairman)
Mr C Ladkin (Vice-Chairman)
Mr P Williams (Vice-Chairman)
Mr JMT Collett
Mr DS Cope
Mrs MJ Crooks

Mr SM Gibbens
Ms A Pendlebury
Mr MC Sheppard-Bools
Mr R Webber-Jones
Mr HG Williams

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **SCRUTINY COMMISSION** as a virtual meeting via Zoom on **THURSDAY, 20 AUGUST 2020 at 6.30 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Owen'.

Rebecca Owen
Democratic Services Manager

SCRUTINY COMMISSION - 20 AUGUST 2020

A G E N D A

1. APOLOGIES AND SUBSTITUTIONS

2. MINUTES (Pages 1 - 4)

To confirm the minutes of the meeting held on 2 July 2020.

3. ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES

To be advised of any additional items of business which the Chairman decides by reason of special circumstances shall be taken as matters of urgency at this meeting.

4. DECLARATIONS OF INTEREST

To receive verbally from members any disclosures which they are required to make in accordance with the Council's code of conduct or in pursuance of Section 106 of the Local Government Finance Act 1992. **This is in addition to the need for such disclosure to be also given when the relevant matter is reached on the agenda.**

5. QUESTIONS

To hear any questions in accordance with Council Procedure Rule 12.

6. AMBION COURT REDEVELOPMENT (Pages 5 - 10)

To provide an update on the Ambion Court sheltered scheme redevelopment.

7. PAY POLICY STATEMENT 2020/21 (Pages 11 - 30)

To present to Members for approval the proposed HBBC Pay Policy Statement for 2020/21.

8. PLANNING WHITE PAPER - UPDATE (Verbal Report)

9. LOCAL GOVERNMENT REORGANISATION UPDATE (Verbal Report)

10. ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY

As announced under item 3.

11. MATTERS FROM WHICH THE PUBLIC MAY BE EXCLUDED

To consider the passing of a resolution under Section 100A(4) of the Local Government Act 1972 excluding the public from the undermentioned item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3, 5 and 10 of Schedule 12A of the 1972 Act.

12. MIRA ENTERPRISE ZONE (Pages 31 - 62)

HINCKLEY AND BOSWORTH BOROUGH COUNCIL

SCRUTINY COMMISSION

2 JULY 2020 AT 6.30 PM

PRESENT: Mr MR Lay - Chairman
Mr C Ladkin and Mr P Williams – Vice-Chairmen

Mr JMT Collett, Mr DS Cope, Mrs MJ Crooks, Mr SM Gibbens, Ms A Pendlebury,
Mr MC Sheppard-Bools, Mr R Webber-Jones and Mr HG Williams

Also in attendance: Councillor CM Allen, Councillor MB Cartwright and Councillor KWP Lynch

Officers in attendance: Matthew Bowers, Daniel Britton, Bill Cullen, Julie Kenny, Rebecca Owen, Paul Scragg, Sharon Stacey and Ashley Wilson

389 MINUTES

It was moved by Councillor H Williams, seconded by Councillor Pendlebury and

RESOLVED – the minutes of the meeting held on 12 March be approved.

390 DECLARATIONS OF INTEREST

Councillors Crooks, Lay, Sheppard-Bools, P Williams declared non-pecuniary interests in item 6 as parish councillors.

391 PARISH & COMMUNITY INITIATIVE FUND

Consideration was given to the allocation of funding for the Parish and Community Initiative Fund 2020/21. There was some discussion on academies and churches and whether they had to demonstrate wider community interests.

It was suggested that a report be brought to a future meeting to undertake a minor refresh of criteria for the scheme. It was not intended that this be a full review of the scheme as it was working well, but would consider questions such as those raised in relation to academies and churches.

It was moved by Councillor Crooks, seconded by Councillor Collett and

RESOLVED –

- (i) The funding allocations of £136,914 for 33 schemes be endorsed;
- (ii) SLT be RECOMMENDED to allocate a further £5,479 to provide extra funding for the central heating system at Newbold Verdon Baptist Church and for Bagworth Whistlestop Bridge Club;
- (iii) The carry forward of £36,571 to enable completion of previous years' schemes be endorsed;
- (iv) The budget be phased £150,000 in 2020/21 and £28,964 in 2021/22;

- (v) SLT be RECOMMENDED to provide a one-off supplementary budget of £2,000 from the developing communities fund payable to the Rural Communities Council to assist in future scheme development;
- (vi) A report to refresh the scheme be brought to a future meeting.

392 ENVIRONMENTAL IMPROVEMENT PROGRAMME 2020/21

The Scrutiny Commission received a report which outlined the Environmental Improvement Programme for 2020/21. A member referred to the benefits of the scheme over the years and the importance of the work carried out. It was moved by Councillor Crooks, seconded by Councillor Webber-Jones and

RESOLVED – the enhancement schemes for 2020/21 be endorsed.

Councillor Cartwright left the meeting at this juncture.

393 CORONAVIRUS - THE COUNCIL'S RESPONSE

Members received two reports in relation to coronavirus which were taken together. The first provided an update on the impact of coronavirus on our communities, council services and finances and set out the council's response to the challenges presented. The second presented the council's coronavirus recovery strategy. During discussion, the following points were raised:

- The council's positive response despite being under pressure
- The huge amount of work undertaken to process grants for businesses – 95% of which had been paid
- The predicted increase in council tax support payments as a result of the pandemic
- Lack of information from external sources in regard to the local lockdown in Leicester
- The worst case projected cost to the council at the end of the financial year of £3.4m
- Local information on the infection rate would be helpful and would help the public to understand the risks and impact
- Recovery was being undertaken in partnership with other agencies.

Some members expressed concern that the number of deaths in Stoke Golding and Fenny Drayton were very high. In response it was noted that these were being linked to the high rates in Nuneaton and that ward level data would be included in the next update. It was also agreed that the pillar 2 figures available for the borough would be checked and circulated to members.

Members particularly wanted to acknowledge the hard work of staff who, they felt, had provided an exemplary service in relation to the business rate grants, had provided a fantastic level of care for vulnerable people in the community via the residents' support scheme and had worked to continue business as usual as much as possible.

It was moved by Councillor Lay, seconded by Councillor Webber-Jones and

RESOLVED –

- (i) The positive steps taken in response to the coronavirus pandemic be endorsed;
- (ii) The draft recovery strategy be RECOMMENDED to Council;
- (iii) Staff be commended for their hard work.

394 CORONAVIRUS - RECOVERY STRATEGY

This was discussed with the report 'Coronavirus – the council's response' above – minute xxx refers.

395 HINCKLEY CREMATORIUM PROJECT UPDATE

Consideration was given to the progress review of the crematorium project following the tender period for selection of a main contractor for the construction phase. Members were informed that predictions were modest and a contingency had been included. Members were supportive of the scheme but it was requested that figures should clearly show the return on investment. It was moved by Councillor Crooks, seconded by Councillor Webber-Jones and

RESOLVED – the report be noted and RECOMMENDED to Council.

(The Meeting closed at 8.07 pm)

CHAIRMAN

This page is intentionally left blank



Hinckley & Bosworth
Borough Council

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

SCRUTINY COMMISSION	20 August 2020
COUNCIL	15 September 2020

WARDS AFFECTED: Cadeby, Carlton & Market Bosworth with Shackerstone

AMBION COURT REDEVELOPMENT

Report of Director of Community Services

1. PURPOSE OF REPORT

- 1.1 This report provides an update on the Ambion Court sheltered Scheme redevelopment.

2. RECOMMENDATION

Council

- 2.1 Notes the progress with the project.
- 2.2 Notes the estimated tender sum of £3,068,200.00 for a 54 week programme and approves a revised budget of £3,769,668.00 for delivery of the scheme.
- 2.2 Notes the ongoing discussions with Homes England regarding their funding allocation.

3. BACKGROUND TO THE REPORT

- 3.1 The Ambion Court redevelopment includes the demolition of the existing sheltered scheme and the development of a 24 unit one bedroomed self-contained apartment development providing a fit for purpose modern sheltered accommodation for the over 60s.

- 3.2 Homes England funding for the Ambion Court redevelopment project was secured in March 2019, providing a capital sum of £1.2m phased over the delivery of the project.
- 3.3 Planning approval was awarded in October 2019 for the demolition of the existing sheltered housing scheme and the development of the 24 bed scheme, including communal lounge/dining/library area, kitchen, hair dressing, laundry, offices and storage spaces. Permission was also granted for the development of 3 one bedroom bungalows within the footprint of the previous sheltered scheme. The option to develop out the bungalows will be considered at a later date once the redevelopment project is completed.
- 3.4 Cawarden were appointed as the preferred demolition contractor through the EEM procurement framework through the direct award route. Following consultation with residents surrounding the site, work commenced on site with the removal of asbestos on 16th March 2020.
- 3.5 On Friday 27th March 2020 Cawarden advised that following recent government updates and advice from the Demolition Industry Body the Ambion Court site would be required to close due to the Covid19 pandemic. The site was then closed for a period of 8 weeks before remobilisation could take place on the 11th May 2020.
- 3.6 The demolition contract is now completed with the site being made available to hand over on the 31st July. It should be noted that the Council have received no financial claims from Cawarden during the closure of the site and no complaints from residents during the demolition programme.
- 3.7 It was considered that the appointment of a main contractor to commence work immediately following the demolition of Ambion Court was essential both in order to comply with the requirements of the Homes England funding (March 2021 completion date) whilst also achieving a project programme which delivered the project as quickly as possible minimising any negative impact on local residents.
- 3.8 On this basis, during the demolition period, Officers, supported by Pelham Architects, have been in direct negotiation with Geda (development contractor) who were selected off the Blue Skies Framework to provide a tender for negotiation and if acceptable to enter into contract to procure the new build works
- 3.9 The resulting detailed negotiations with Geda have now reached a point where a cost plan and programme have been provided to officers. Geda have confirmed that they are able to take on responsibility of the site from 31st July 2020 and mobilise a workforce within 4 weeks of reaching a contractual agreement with a contract period of 54 weeks for an estimated construction value of £ 3,068,200.00.

- 3.10 The cost plan when compared to an independent cost estimate falls within 6 %, reassuring the Council the project deliver values for money for a development of this type.
- 3.11 An overall cost summary based on expenditure incurred and remaining costs is summarised in the table below.

Table 2

Expenditure at 24.06.2020	£ 198,302
Remaining Costs	
Remaining Demolition Works	£ 65,166
Other anticipated costs (Fees Contingency etc	£ 438,000
Geda Contractors estimated tender	£ 3,068,200
Cost remaining	£ 3,571,366
Estimated total cost	£ 3,769,668

4 HOMES ENGLAND FUNDING

- 4.1 The Homes England funding secured is through a Department of Health programme for health and social care developments. The funding requires a completion date by March 2021. Due to the delays associated with the demolition works being on hold for a period and issues with resolving bats on the site, expected completion is now July 2021.
- 4.2 Discussions have taken place with Homes England to request flexibility on the completion date. They are currently unable to advise that there will be this flexibility, but have advised that all projects being funded under this programme have experienced the same issues and that an announcement should be made during shortly regarding a change to the required completion date.
- 4.3 Homes England have encouraged the council to use the terms of the funding agreement to draw down 75% of the funding on start on site with the build contractor and this claim has been approved by Homes England. This leaves 25% of the funding at risk if flexibility on the completion date is not granted. Homes England have indicated that should that happen the council would be able to apply through one of their other funding programmes which have longer delivery dates and whilst they can't guarantee it would be successful they have said it is very unlikely they wouldn't support a development that was near completion and had been caught by the issues linked to COVID 19.

5 EXEMPTIONS IN ACCORDANCE IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES.

None

6. FINANCIAL IMPLICATIONS [AW]

- 6.1 The revised budget position for approval is given in the Table below, and demonstrates a shortfall of £258,038. This can be covered by the regeneration reserve.

Ambion	Budget
Total current Budget	3,631,630
Assumed funding	-1,320,000
Net cost to Council	2,311,630
Remaining costs (Revised)	3,571,366
Costs already incurred	198,302
Total revised budget to approve	3,769,668
Funding (Homes England)	-1,200,000
Net cost to Council	2,569,668
Shortfall	-258,038

- 6.2 There remains a potential risk that 25% of the £1.2m of homes England funding will not be provided, although this seems unlikely based on current assurances from Homes England. If the funding was not made available then the additional amount can be covered by the regeneration reserve.
- 6.3 Any additional capital receipts from the sale of land for the development of bungalows on the Ambion Court site would reduce the need to take out any loans and contribute towards capital funding costs.

7. LEGAL IMPLICATIONS

- 7.1 Will be updated at the meeting.

8. CORPORATE PLAN IMPLICATIONS

- 8.1 Be driven by efficiency - We will do everything we can to make sure that we provide quality services for everyone that represent good value for money and make the best use of our assets.

9. CONSULTATION

- 9.1 Consultation with residents in the surrounding area has taken place and regular communication with them continues.

10. RISK IMPLICATIONS

- 10.1 Risk to the 25% Homes England funding is being mitigated through the continued dialogue with Homes England.

11. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 11.1 The scheme will provide affordable housing in a rural area for people over the age of 60.

12. CLIMATE IMPLICATIONS

Within the available budget environmental measures have been included in the specification.

10. CORPORATE IMPLICATIONS

- 10.1 By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Human Resources implications
- Environmental implications
- ICT implications
- Asset Management implications
- Procurement implications Planning implications
- Data Protection implications
- Voluntary Sector

Background papers:None

Contact Officer:	Malcolm Evans	
	Estates & Asset Manager	extension 5614
	Ashley Wilson	
	Head of Finance	extension 5609

Executive Member: Councillor M Mullaney

This page is intentionally left blank



Hinckley & Bosworth Borough Council

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

SCRUTINY COMMISSION	20 AUGUST 2020
COUNCIL	15 SEPTEMBER 2020

WARDS AFFECTED: ALL WARDS

PAY POLICY STATEMENT 2020/21

Report of Director (Corporate Services)

1. PURPOSE OF REPORT

- 1.1 To present to Members for approval the proposed HBBC Pay Policy Statement for 2020/21.

2. RECOMMENDATION

- 2.1 That Council approve the HBBC Pay Policy Statement for 2020/21.

3. BACKGROUND TO THE REPORT

- 3.1 The Localism Act 2011 came into force on 15 January 2012. The Act contains provisions relating to “pay accountability” in local government and section 38(1) of the Act requires local authorities to prepare pay policy statements setting out the authority’s own policies in regard to the remuneration of its staff, in particular its senior staff (or ‘chief officers’) and its lowest paid employees.
- 3.2 The Pay Policy must be prepared and approved by Council each financial year and following approval, published on the council’s website.
- 3.3 The legislation provides that the pay policy statement must set out the council’s policies for the financial year relating to:
- The remuneration of its chief officers
 - The remuneration of its lowest paid employees
 - The relationship between the remuneration of its chief officers and its employees who are not chief officers

- Other specific aspects of chief officer's remuneration: during recruitment, increases and additions to remuneration, use of performance related pay, bonuses and termination payments
- 3.4 The council also has a statutory duty to have regard to the Government guidance 'Openness and accountability in local pay: Guidance under Section 40 of the Localism Act'. The guidance suggests that authorities consider expressing the relationship between the pay of the chief officers and others as a ratio between the higher and median salaries, known as the 'pay multiple'.
- 3.5 Local authorities are also required under the Local Government Transparency Code 2015 to publish data required under the regulations. The code requires councils to publish:
- An organisation chart covering staff in the top three levels of the organisation
 - Information about employees whose salary is above £50,000 in addition to that already required under the Accounts and Audit (England) Regulations 2015
 - The pay multiple (as defined in 3.4)

This is also set out within the pay policy statement in order to meet the requirements of the code.

- 3.6 At the time of writing the report, negotiations for pay 2020/21 are still ongoing between the national employers and joint trade unions bodies. The employer's side has offered 2.75% which is currently out to consultation with the trade union. The pay policy statement and associated appendices assume an increase of 2.75%, however these will be updated to reflect the final settlement should this change.

4. EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES

- 4.1 The report to be taken in open session.

5. FINANCIAL IMPLICATIONS [DW]

- 5.1 In accordance with Accounts and Audit (England) Regulations officer remuneration above £50,000 has to be disclosed as a note in the Council's Statement of Accounts.

6. LEGAL IMPLICATIONS [FA]

- 6.1 These are contained within the body of the report.

7. CORPORATE PLAN IMPLICATIONS

- 7.1 The publication of the Pay Policy Statement ensures transparency and accountability and is a legal requirement.

8. CONSULTATION

- 8.1 All pay decisions, at national and local level, have undergone full consultation with the trade unions.

9. RISK IMPLICATIONS

- 9.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.
- 9.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.
- 9.3 The following significant risks associated with this report / decisions were identified from this assessment:

None

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 10.1 By publishing the Pay Policy Statement will ensure greater transparency in regard to how pay is determined thus ensuring accountability to citizens within the borough. The pay policy statement also sets out how the authority, through its robust pay policy, endeavours not to discriminate against any groups of staff within the protected characteristics as contained within the Equality Act 2010.

11. CORPORATE IMPLICATIONS

- 11.1 By submitting this report, the report author has taken the following into account:
- Community Safety implications
 - Environmental implications
 - ICT implications
 - Asset Management implications
 - Procurement implications
 - Human Resources implications
 - Planning implications
 - Data Protection implications
 - Voluntary Sector

Background papers: None.

Contact Officer: Julie Stay, HR & Transformation Manager Ext 5688
Executive Member: Councillor S. Bray

This page is intentionally left blank



HINCKLEY AND BOSWORTH BOROUGH COUNCIL

PAY POLICY STATEMENT 2020/21

1. Introduction

The council is committed to fairness, transparency and the principle of equal pay in employment.

This Pay Policy Statement sets out Hinckley and Bosworth Borough Council's policy on pay for senior managers and employees for 2020/2021 and is in accordance with the requirements of Section 38 of the Localism Act 2011.

The policy will set out the council's policies for the financial year relating to:

- The remuneration of its chief officers
- The remuneration of its lowest paid employees; and
- The relationship between the remuneration of its chief officers and its employees who are not chief officers (the pay multiple)

The policy was approved by Council on 1 September 2020 and is effective from that date.

All appointments for Chief Officers and above are subject to approval by Council.

2. The Local Government Transparency Code 2015

The Local Government Transparency Code 2015 requires local authorities to publish open data, including an organisation chart giving information on senior employees' salaries. The organisation chart required under the code must provide information on all staff in the top three levels of the organisation, excluding those whose salary does not exceed £50,000.

3. About the Council

The Council has approximately 420 staff across 3 service areas. The Chief Executive and Directors form the council's Strategic Leadership Team, lead the work that

provides services across Hinckley and Bosworth. **Appendix 1** details the senior management structure across the council.

4. Definition of Chief Officer

For the purposes of this pay policy statement the following definitions apply.

Chief Officers are:

- Head of Paid Service (under S.4 of the Local Government and Housing Act 1989);
- Monitoring Officer (designated under section 5(1) of that Act);
- A statutory chief officer mentioned in 2(6) of that Act;
- A non-statutory chief officer mentioned in 2(7) of that Act;
- A deputy chief officer mentioned in section 2(8) of that Act (for the purpose of this policy these are service managers that report to a Director)

5. Pay Structure

The pay and grading of employees at Chief Officer-level as defined under paragraph 4, is evaluated using the Local Government Senior Manager Job Evaluation Scheme. Officers within the Strategic Leadership Team are paid a fixed salary. For officers at Head of Service level, the pay range for each grade is attached **Appendix 2**.

For all other staff below this level, the council adopted the National Joint Council Job Evaluation scheme, with pay ranges for each grade aligned to the pay structure. The pay structure was originally introduced in 2006 and all new and changed job roles are evaluated using the scheme and the grades applied as appropriate.

The councils local pay structure for all remaining staff below Head of Service - level is set out at **Appendix 3**. The lowest pay point in the council's pay structure exceeds the government's National Living Wage as at 1 April 2020.

The council has agreed to apply market rates to specific posts to address recruitment and retention difficulties subject to strict criteria and Strategic Leadership Team approval.

6. Senior Employee Pay

Senior management remuneration is set out at **Appendix 4**. Performance related pay and bonuses, including lease cars, do not form part of senior employee's pay within the council.

7. Lowest Paid Employee

The first pay point on the councils pay and grading structure is Grade 1 spinal column point 1 which is £17,842 (£9.25 per hour) and is defined as the lowest point within the council.

However, the council has agreed to pay all staff Grade 2 spinal column point 3 which is £18,562 (£9.62 per hour) as a minimum. This is £0.90 per hour above the National Living Wage rate which is currently £8.72.

8. Pay Multiple

The pay multiple between the median and highest earner

Median gross pay is £23,080 (2019/20 £22,462) which represents a 5.15:1 ratio to that of the Chief Executive (2019/20 5.15:1). The multiplier is monitored each year and the differential between the top earner and the median average earner has remained static.

The pay multiple between the lowest and highest earner

Lowest gross pay is £18,562 (2019/20 £18,065) which represents a 6.40:1 ratio to that of the Chief Executive. The multiplier is monitored each year and the differential between the top earner and the lowest earner has remained static.

9. Starting Pay

All employees, including senior employees, will normally be appointed to the minimum point of the grade for the job.

In certain cases it may be appropriate to appoint to a higher point of the pay grade. This may arise when, for example, the preferred candidate for the job is or has been, in receipt of a salary at a higher level than the grade minimum.

10. Pay Progression

All employees, including senior employees, receive annual increments until the top of the development point is reached. The final increment, above the development point on each grade, is subject to outstanding performance.

11. National Pay Award

The council's pay and grading structure is adjusted by a 'cost of living' increase agreed nationally by the three bodies that represent staff at the council, this includes JNC for Chief Officers, JNC for Chief Executives and NJC for local government services (for all staff below that level).

12. Terms and Conditions

From March 2006 all employees covered by the pay policy statement have enjoyed the same terms and conditions. The Chief Executive, Chief Officers and local government service employees have different negotiating bodies that determine other conditions such as disciplinary procedures and pay awards.

13. Protection of Earnings Policy

The Council's policy on protection of earnings applies to all employees of the council and provides protection for an employee's basic pay where it is reduced as a result of:

- Redeployment into a suitable alternative vacancy where an employee is at risk or under notice of redundancy
- Redeployment into a suitable alternative vacancy on health grounds
- The introduction of a revised pay and grading system

The period of pay protection is for a period of up to two years from the date of change to basic pay.

14. Termination of employment

Early retirement (Efficiency of Service)

The Local Government Pension Scheme allows employers certain discretionary powers but the council's usual policy is not to enhance pension benefits for any employee. Therefore there are no provisions for employees to seek early retirement on the grounds of efficiency of the service.

How the council exercise various discretions are set out at **Appendix 5**.

Redundancy

No additional payments are made to any employee of the council, including senior employees, at the point of leaving the employment of the council, except on circumstances of redundancy. This is in accordance with the council's redundancy policy.

The Government has recently concluded it's consultation regarding the proposed Public Sector Exit Payment Regulations, which caps exit payments at £95,000 (including pension costs) should an employee they leave their role as a result of redundancy or through voluntary exit. A date for the regulations to come into force has not yet been announced.

15. Re-engagement

Employees who have been made redundant are eligible to apply for vacancies which may arise after they have left the council's employment. Any such applications will be considered together with those from other candidates and the best person appointed to the post.

Where a senior manager, as defined under paragraph 4, has left the authority on redundancy grounds, the authority will not re-employ at a later stage or re-engage as a consultant.

16. Publication and Access to Information

This statement will be published on the council's website, together with the council's pay and grading structure and information relating to senior management remuneration.

This page is intentionally left blank

Senior management structure



Chief Executive

(Head of Paid Service)

Bill Cullen

(E.A. Jo McLaren 01455 255737)



Director

(Community Services)

Sharon Stacey

(E.A. Clare Bray 01455 255934)



Director

(Environment and Planning)

Matthew Bowers

(E.A. Sonia Dee 01455 255676)



Director

(Corporate Services)

[and Monitoring Officer]

Julie Kenny

(E.A. Sonia Dee 01455 255676)

**Community
Safety &
Performance
Manager**
Rachel
Burgess
01455
255746

**Head of
Housing**
Madeline
Shellard
01455
255746

**Cultural
Services
Manager**
Simon Jones
01455
255699

**Strategic &
Community
Planning
Manager**
Edwina Grant
01455
255629

**Planning
Manager
(Development
Management)**
Nicola Smith
01455
255970

**Planning
Manager
(Policy)**
Kirstie Rea
01455
255857

**Planning
Manager
(Major Projects)**
Stephen
Meynell
01455
255775

**Environmental
Services
Manager**
Steve Merry
01455
255735

**Head of
Street Scene
Services**
Caroline
Roffey
01455
255782

**Head of Leics
Revs and Bens
Partnership**
Sally
O'Hanlon
01455
638150

**Legal
Services
Manager**
Farzana
Akhtar
01455
255802

**HR and
Trans-
formation
Manager**
Julie Stay
01455
255688

**Comms and
Promotions
Officer**
Jacqueline
Puffett
01455
255630

**Democratic
Services
Manager**
Rebecca
Owen
01455
255879

**Strategic Head
of ICT Shared
Service**
John Palmer
01455
255900

**Head of
Finance**
[Sec 151 Officer]
Ashley
Wilson
01455
255609

**Estates and
Assets
Manager**
Malcolm
Evans
01455
255614

This page is intentionally left blank

APPENDIX 2

HEAD OF SERVICE	SCP	GRADE 1	GRADE 2
		£	£
	1	58,033	
	2	59,615	
	3	61,197	
	4	62,780	62,780
	5	64,362	64,362
	6		65,944
	7		67,527
	8		69,641

Developmental progression

This page is intentionally left blank

Sp Pt	Salary Structure 1 April 2020 2.75%	Hourly	278	337	385	431	478	520	567	639	699	762	820
			1	2	3	4	5	6	7	8	9	10	11
48	56,238	29.15											
47	54,885	28.45											
46	53,546	27.75											
45	52,195	27.05											
44	50,845	26.35											
42	45,859	23.77											
41	44,863	23.25											
40	43,857	22.73											
38	41,881	21.71											
37	40,876	21.19											
36	39,880	20.67											
34	37,890	19.64											
33	36,922	19.14											
32	35,745	18.53											
30	33,782	17.51											
29	32,910	17.06											
28	32,234	16.71											
27	31,346	16.25											
25	29,577	15.33											
24	28,672	14.86											
23	27,741	14.38											
22	27,041	14.02											
20	25,991	13.47											
19	25,481	13.21											
17	24,491	12.69											
15	23,541	12.20											
14	23,080	11.96											
12	22,183	11.50											
11	21,748	11.27											
9	20,903	10.83											
8	20,493	10.62											
7	20,092	10.41											
5	19,312	10.01											
4	18,933	9.81											
3	18,562	9.62											
2	18,198	9.43											
1	17,842	9.25											

Appendix 4 – Senior Employee Pay

Chief Executive	Salary	FTE	Grade
<p>Chief Executive <i>Responsible for the delivery of all council services to residents of the borough through the strategically direction of the councils senior management team and staff.</i> <i>The council employs approx. 420 staff (370 FTE) serving a local population of 110,000.</i></p> <p><i>The Chief Executive as Head of Paid Service, along with the Section 151 Officer and Executive has overall responsibility for all council resources</i></p>	£118,767	1.0	Fixed salary
Community Services	Salary	FTE	Grade
<p>Director (Community Services) <i>Responsible for services including: Private Sector Housing, Council House Management and Repairs, Older Persons Services, Community Safety, and Anti-Social behaviour. The post also has responsibility for Cultural Services, Partnerships, Community Planning and the Voluntary Services</i></p>	£80,977	1.0	Fixed salary
<p>Head of Housing <i>Responsible for Housing Services including: Private Sector Housing, Council House Management and Repairs, Older Persons Services,</i></p>	£61,197	1.0	Head of Service Grade 1 (SCP 3)
<p>Cultural Services Manager <i>Responsible for Town Centre , Children and Young People, Sports and Arts Development, and Tourism and Events</i></p>	£56,238	1.0	Grade 11 (SCP 48)

Corporate Services	Salary	FTE	Grade
Director (Corporate Services) <i>As the council's Monitoring Officer, the post holder is responsible for the Revenues and Benefits Partnership, Finance, ICT Services and Asset and Estates Management. The post is also responsible for Corporate Services including: HR, Legal, Communications, Democratic Services, Electoral Services and Customer Services.</i>	£80,977	1.0	Fixed salary
Head of Revenues and Benefits Partnership <i>Responsible for the Leicestershire Revenues and Benefits Partnership; this post holder oversees the delivery of the Housing Benefit and Council Tax function (including NNDR) for three local authorities. Whilst the post holder has overarching operational responsibility it is the key lead for developing the commercial strategy for the partnership.</i>	£75,080	1.0	Fixed salary
Revenues and Benefits Manager <i>Responsible for the delivery of the Benefits Service for the Leicestershire Revenues and Benefits Partnership.</i>	£56,238	1.0	Grade 11 (SCP48)
Head of Finance <i>As the Section 151 Officer, the post holder is responsible for the management of the financial affairs of the council, directly managing the Accountancy and Audit team. The post holder also has responsibility for investment management, the councils insurance and the payments and income function.</i>	£69,641	1.0	Head of Service Grade 2 (SCP 8)
Head of ICT <i>Responsible for managing the ICT Shared Service and delivering the ICT Strategy for four local authorities. The role is responsible for managing an outsourced ICT contract with a private sector partner.</i>	£59,615	1.0	Head of Service Grade 1 (SCP 2)

Estates and Assets Manager <i>Designated as the council's corporate property officer, the post holder is responsible for managing the authority's property assets and future property portfolio. The post holder is also responsible for facilities management.</i>	£56,238	1.0	Grade 11 (SCP48)
HR and Transformation Manager <i>Responsible for the management of HR and Payroll Services and delivering the People Strategy for the authority. The role is also responsible for Customer Services, Electoral Services and corporate transformation projects.</i>	£56,238	1.0	Grade 11 (SCP48)
Environment and Planning	Salary	FTE	Grade
Director (Environment and Planning) <i>Responsible for the Planning Service, including Development Control, Planning Policy, Building control and Environmental Health. Responsible for all aspects of Street Scene Services including Refuse and Recycling, Grounds Maintenance, management of green spaces.</i>	£80,977	1.0	Fixed salary
Head of Street Scene Services <i>Responsible for the management of Street Scene service including Refuse and Recycling service, Grounds Maintenance operations and management of green spaces. The post holder also has responsibility for Car Parks.</i>	£64,362	1.0	Head of Service Grade 1 (SCP 5)
Waste and Business Development Manager <i>Responsible for the management of the Refuse and Recycling Service and Business Development.</i>	£54,855	1.0	Grade 11 (SCP47)
Environmental Health Services Manager <i>Responsible for the management of Environmental Health including Pollution, Licensing and Commercial Services</i>	£56,238	1.0	Grade 11 (SCP48)

This page is intentionally left blank

By virtue of paragraph(s) 3, 5, 10 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3, 5, 10 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3, 5, 10 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank