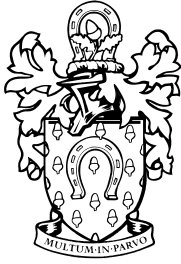


Public Document Pack



Rutland County Council

Catmose, Oakham, Rutland, LE15 6HP
Telephone 01572 722577 Facsimile 01572 75307
DX28340 Oakham

Members of Rutland County Council District Council are hereby summoned to attend the **TWO HUNDRED AND SIXTIETH MEETING OF THE COUNCIL** to be held in the Council Chamber at Catmose, Oakham on **13 March 2017 commencing at 7.00 pm**. The business to be transacted at the meeting is specified in the Agenda set out below.

Prior to the commencement of the meeting, the Chairman will offer the opportunity for those present to join him in prayers.

Recording of Council Meetings: Any member of the public may film, audio-record, take photographs and use social media to report the proceedings of any meeting that is open to the public. A protocol on this facility is available at www.rutland.gov.uk/haveyoursay

Helen Briggs
Chief Executive

A G E N D A

1) **APOLOGIES**

To receive any apologies for absence from Members.

2) **CHAIRMAN'S ANNOUNCEMENTS**

To receive any announcements by the Chairman.

3) **ANNOUNCEMENTS FROM THE LEADER, MEMBERS OF THE CABINET OR THE HEAD OF PAID SERVICE**

To receive any announcements by the Leader, Members of the Cabinet or the Head of Paid Service.

4) **DECLARATIONS OF INTEREST**

In accordance with the Regulations, Members are invited to declare any disclosable interests under the Code of Conduct and the nature of those interests in respect of items on this Agenda and/or indicate if Section 106 of the Local Government Finance Act 1992 applies to them.

5) MINUTES OF PREVIOUS MEETINGS

To confirm the Minutes of the 256th, 257th, 258th and 259th meeting of the Rutland County Council District Council held on 9 January 2017, 26 January 2017 and 20 February 2017.

6) PETITIONS, DEPUTATIONS AND QUESTIONS FROM MEMBERS OF THE PUBLIC

To receive any petitions, deputations or questions received from members of the public in accordance with the provisions of Procedure Rule 28. The total time allowed for this is 30 minutes. Petitions, deputations and questions will be dealt with in the order in which they are received and any which are not considered within the time limit shall receive a written response after the meeting.

7) QUESTIONS FROM MEMBERS OF THE COUNCIL

To receive any questions submitted from Members of the Council in accordance with the provisions of Procedure Rules 30 and 30A.

8) REFERRAL OF COMMITTEE DECISIONS TO THE COUNCIL

To determine matters where a decision taken by a Committee has been referred to the Council in accordance with the provisions of Procedure Rule 110.

9) CALL-IN OF DECISIONS FROM CABINET MEETINGS DURING THE PERIOD FROM 7 JANUARY 2017 to 10 MARCH 2017 (INCLUSIVE)

To determine matters where a decision taken by the Cabinet has been referred to Council by the call-in procedure of Scrutiny Panels, as a result of the decision being deemed to be outside the Council's policy framework by the Monitoring Officer or not wholly in accordance with the budget by the Section 151 Officer, in accordance with the provisions of Procedure Rules 206 and 207.

10) REPORT FROM THE CABINET (Pages 5 - 8)

To receive Report No. 64/2017 from the Cabinet to note the Key Decisions taken at its meeting held on 21 February 2017.

11) REPORTS FROM SCRUTINY COMMISSION / SCRUTINY PANELS

To receive the reports from the Scrutiny Commission / Scrutiny Panels on any matters and to receive questions and answers on any of those reports.

12) JOINT ARRANGEMENTS AND EXTERNAL ORGANISATIONS

To receive reports about and receive questions and answers on the business of any joint arrangements or external organisations.

13) NOTICES OF MOTION (Pages 9 - 10)

To consider the Notice of Motion submitted by Councillor Richard Foster and seconded by Councillor Andrew Stewart in accordance with Procedure Rule 34, the text of which can be found in the agenda pack.

14) PAY POLICY 2017/18 (Pages 11 - 36)

To receive Report No.10/2017 from the Chief Executive.

15) APPOINTMENT OF MEMBERS TO BARLEYTHORPE INTERIM COUNCIL
(Pages 37 - 48)

To receive Report No. 62/2017 from the Director for Resources.

16) POLITICAL BALANCE

To receive a report of the Director for Resources.

Report to Follow

17) PROPOSED CHANGES TO PLANNING APPLICATION FEES

To receive a report of the Director for Places (Environment, Planning, Transport).

Report to Follow

18) ANY URGENT BUSINESS

To receive items of urgent business which have been previously notified to the person presiding.

---oOo---

TO: MEMBERS OF THE COUNCIL

Mr K Bool – Chairman of the Council
Mr E Baines – Vice-Chairman of the Council

Mr N Begy
Miss R Burkitt
Mr R Clifton
Mr W Cross
Mr R Foster
Mr O Hemsley
Mrs D MacDuff
Mr T Mathias
Mr C Parsons
Mr A Stewart
Miss G Waller
Mr D Wilby

Mr O Bird
Mr B Callaghan
Mr G Conde
Mr J Dale
Mr R Gale
Mr J Lammie
Mr A Mann
Mr M Oxley
Mrs L Stephenson
Mr K Thomas
Mr A Walters

---oOo---

THE COUNCIL'S STRATEGIC AIMS

Sustainable Growth

Safeguarding

Reaching our Full Potential

Sound Financial and Workforce Planning

COUNCIL

13 March 2017

CABINET RECOMMENDATIONS TO COUNCIL

Report of the Cabinet

Strategic Aim:	All		
Exempt Information	No		
Contact Officer(s):	Marcelle Gamston, Corporate Support Officer	01572 720922	mgamston@rutland.gov.uk
Ward Councillors	N/A		

DECISION RECOMMENDATIONS

1. That Council notes the Key Decisions made by Cabinet since the publication of the agenda for the Special meeting of the Council on 20 February 2017, as detailed in Appendix A to this report.

1 PURPOSE OF THE REPORT

- 1.1 To report to Council the Key Decisions made by Cabinet since the publication of the agenda for the Special meeting of the Council on 20 February 2017, as detailed in Appendix A to this report.

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 As outlined in report number 37/2017.
- 2.2 The Key Decisions Listed in Appendix A have already been taken and can be found in the Cabinet Record of Decisions for the meeting of 21 February 2017.

3 CONSULTATION

- 3.1 As outlined in report number 37/2017.
- 3.2 Consultation for key decisions is included in the reports for the meetings of Cabinet referred to in Appendix A.

4 ALTERNATIVE OPTIONS

- 4.1 The only other option would be to not receive the Cabinet's report to Council. However Procedure Rule 246.3 of the Constitution requires the submission of the report.

5 FINANCIAL IMPLICATIONS

5.1 Any financial implications are outlined in the report referred to in Appendix A.

6 LEGAL AND GOVERNANCE CONSIDERATIONS

6.1 As outlined in report 37/2017.

6.2 The Key Decisions listed in Appendix A have already been taken and the record is for Council's information only.

7 EQUALITY IMPACT ASSESSMENT

7.1 As outlined in the report referred to in Appendix A.

8 COMMUNITY SAFETY IMPLICATIONS

8.1 Any Community Safety implications are outlined in the report referred to in Appendix A.

9 HEALTH AND WELLBEING IMPLICATIONS

9.1 Any Health and Wellbeing implications are outlined in report referred to in Appendix A.

10 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

10.1 That Council notes the report and approves the Cabinet Recommendations made since the last Special meeting of the Council in order to ensure the procedure rules in the Constitution are followed.

11 BACKGROUND PAPERS

11.1 Cabinet Record of Decisions: 21 February 2017

12 APPENDICES

12.1 Appendix A - Key Decisions Made by Cabinet since the Previous Special Meeting of the Council.

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.

Council
13 March 2017

Key decisions made by the Cabinet since the Agenda for the Special Meeting of the Council on 20 February 2017. These decisions have already been taken and this record is for Council's information only:

Date	Key Decision No.	Title	Decision
21 February 2017	632	QUARTER 3 FINANCIAL MANAGEMENT REPORT	<p>1) That Cabinet APPROVED:</p> <ul style="list-style-type: none"> i) The use of £23k from the Invest to Save reserve as requested in Appendix B to Report No. 37/2017, note iii, and ii) The release of £46k from the Integrated Transport Block funding for the design works for Oakham Town Centre. <p>2) That Cabinet NOTED:</p> <ul style="list-style-type: none"> i) The 2016/17 revenue and capital outturn position as at Quarter 3 (Appendix A to Report No. 37/2017, section 1 and section 2); ii) The proposed transfers from earmarked reserves as shown in the table in Appendix A to Report No. 37/2017, para 1.6.3 (to be finalised and agreed in the 2016/17 outturn); and iii) The changes to the Approved Capital Programme as outlined in Appendix A to Report No. 37/2017, para 2.2.1 (to be finalised and agreed in the 2016/17 outturn).

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MOTION TO COUNCIL – FULL COUNCIL 13 MARCH 2017

Motion in support of the Royal British Legion's *Count Them In* campaign:

This Council notes:

1. The obligations it owes to the Armed Forces community within Rutland as enshrined in the Armed Forces Covenant; that the Armed Forces community should not face disadvantage in the provision of services and that special consideration is appropriate in some cases, especially for those who have given the most.
2. The absence of definitive and comprehensive statistics on the size or demographics of the Armed Forces community within Rutland, which includes serving Regular and Reserve personnel, veterans and their respective families.
3. That the availability of such data would greatly assist the Council, local partner agencies, the voluntary sector and National Government in the planning and provision of services to address the unique needs of the Armed Forces community with Rutland.

In light of the above, this Council moves to support and promote the Royal British Legion's call to include a new topic in the 2021 census that concerns military service and membership of the Armed Forces community. We further call upon the UK Parliament, which will approve the final census questionnaire through legislation in 2019, to ensure that the 2021 census includes questions concerning our armed forces community.

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COUNCIL

13 March 2017

PAY POLICY 2017/18

Report of the Chief Executive

Strategic Aim:	Sound Financial and Workforce Planning	
Exempt Information	No	
Cabinet Member(s) Responsible:	Mr O Hemsley, Portfolio Holder for Resources	
Contact Officer(s):	Debbie Mogg, Director for Resources	01572 758358 dmogg@rutland.gov.uk
	Carol Snell, Head of Human Resources	01572 720969 csnell@rutland.gov.uk
Ward Councillors	N/A	

DECISION RECOMMENDATIONS

That Council:

1. Notes the changes to the Pay Policy effective April 2017 to reflect (a) the uplift to salaries as part of the two year national pay award and (b) the proposal to put in place the provision of withholding April increments for 'unsatisfactory service'.
2. Approves the updated Pay Policy for 2017.

1 PURPOSE OF THE REPORT

1.1 Section 38 to 43 of the Localism Act 2011 requires local authorities to produce a Pay Policy Statement for each financial year in relation to:

- The remuneration of the most senior employees (which the Act defines as the Head of Paid Service (Chief Executive), the Monitoring Officer, the Chief Officers (or Directors), and the Deputy Chief Officers (i.e. managers who report directly to a Director));
- The remuneration of their lowest-paid employees; and
- The relationship between the remuneration of the most senior employees and that of other employees.

- 1.2 The Secretary of State has produced guidance on the Act's provisions relating to openness and accountability in local pay, which local authorities must have regard to in preparing and approving their annual pay policy statements and the Council's statement takes full account of this guidance to date as well as the provisions of the Act.
- 1.3 The Council separately publishes data that it is required to do so under the Local Government Transparency Code 2014.

2 UPDATED POLICY FOR 2017

- 2.1 Amendments to the Policy statement for 2017 are:
- a) Introduction – reference to the Corporate Plan and Workforce Development Strategy and turnover.
 - b) Updated figures and statistics for 2017/18 :
 - Para 3.2 Chief Executive Pay
 - Para 3.3 – reference to the JNC for Chief Executives two year pay deal
 - Para 4.3 – reference to the JNC for Chief Officers two year pay deal
 - Para 5.4 – reference to the NJC for Local Government Employees two year pay deal
 - Para 9 – update to Multipliers and Ratios
 - Appendices – updated pay ranges for 2017-18
- 2.2 The use of Market Supplements has been applied across our Social Care teams (qualified social workers in Adult's and Children's) over the past year. Provision for market supplements is included in the Policy subject to approval by the Chief Executive. Such requests and payments are considered against a clear protocol and with full consideration to budget pressure and Financial Procedure Rules. Along with a more targeted attraction strategy, improvements to career grade structures and competency frameworks, we have seen a reduction in vacancy levels of over two thirds. Against the national picture of high turnover and high vacancies levels, this is a significant improved picture for the Council. A further consequence is the reduction in the number of Agency/interim workers which has reduced by 40% in Social Care and 32.5% across the Council (*based on trends between Q1 and Q3 2016-17*).
- 2.3 2017 will see the introduction of mandatory gender pay gap reporting for the public sector (employees with 250+ employees). The first data set is due to be published by April 2018. At the time of writing, further guidance is awaited; we will be required to report on the average difference between men and women's aggregate hourly pay.
- 2.4 As part of the development of the new pay and grading structure for the Chief Executive, Directors and Heads of Service, (in 2016-17) we included the provision to withhold the annual April increment if the post holder is subject to formal capability or disciplinary. It is now proposed that we extend this to all other staff

on the NJC Green Book pay spine – our current ‘statement of written particulars’ provides for pay progression being aligned to ‘satisfactory service’ so there would be no requirement to amend contracts of employment. We would therefore put in place the same definition ie. “Progression to the next spinal column point will be withheld if the post holder is subject to formal capability or disciplinary”.

3 CONSULTATION

- 3.1 The amendments outlined in para 2 do not require further consultation with staff or Trade Unions. The Trade Unions (Unison) have been advised of the proposal to ‘enact’ the withholding of April increments as outlined in para 2.4.

4 ALTERNATIVE OPTIONS

- 4.1 The Council is required to publish a Pay Policy in accordance with the Localism Act.

5 FINANCIAL IMPLICATIONS

- 5.1 A two year deal provides the Council with early clarity regarding any pressure on the budget with regard to a pay award. Hence the 1% uplifts referred to in 2.1(b) are built into the Medium Term Financial Plan.
- 5.2 There are no other financial implications arising directly from this report.

6 LEGAL AND GOVERNANCE CONSIDERATIONS

- 6.1 The information in the Pay Policy statement requires approval by Full Council in order that it can be published. This is a requirement under the Localism Act.

7 EQUALITY IMPACT ASSESSMENT

- 7.1 An Equality Impact Assessment (EqIA) has been completed. No adverse or other significant issues were found. A copy of the EqIA can be obtained from the report authors.

8 COMMUNITY SAFETY IMPLICATIONS

- 8.1 There are no Community Safety implications arising from this report.

9 HEALTH AND WELLBEING IMPLICATIONS

- 9.1 There are no Health and Wellbeing implications arising from this report.

10 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

- 10.1 A Pay Policy statement ensures the Council is compliant with the Localism Act but also that it has a clear framework and structure that describes how we pay our staff and the mechanisms we use – this ensures transparency and fairness.

11 BACKGROUND PAPERS

- 11.1 There are no additional background papers to the report.

12 APPENDICES

Appendix A – Pay Policy Statement 2017/18

Appendix 1 – Glossary of terms

Appendix 2 – Grade and pay structure – SO group

Appendix 3 – CO Salaries

Appendix 4 – NJC Green Book pay scales

Appendix 5 – Allowances and Benefits

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.



Rutland

County Council

PAY POLICY STATEMENT 2017/18

Version & Policy Number	Version 6
Guardian	Human Resources
Date Produced	February 2017
Next Review Date	February 2018

Approved by Full Council	
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Introduction

Rutland County Council recognises that remuneration at all levels needs to enable the Council to attract and retain high quality employees dedicated to the service of the public.

The Council's Corporate Plan (2016-2020) reflects the overarching challenges of the organisation against a backdrop of ongoing funding pressures, global recession, National policy, alongside the regional and local economic challenges and the changing needs of our community.

Our Workforce Development Strategy (2016-18) provides an essential framework to support the development of all our employees. One of our objectives is to be an 'employer of choice' and ensure that we can attract and retain good quality staff. We know that we are competing in a challenging labour market both from the private and public sectors, it is really important for Rutland to keep pace and ensure we can resource the organisation to deliver our services and achieve strategic aims and objectives.

2015-2016 saw the successful deployment of effective recruitment, attraction and retention strategies with a consequential impact on (a) turnover – reducing from 20% in 2014-15 to 15.9% in 2015-16 and a prediction for 2016-17 of 20 and (b) reducing the Council's use of Interim and Agency workers.

It is recognised that senior management roles in local government are complex and diverse functions in a highly politicised environment where often local and national pressures conflict. The Council's ability to continue to attract and retain high calibre leaders capable of delivering this complex agenda, particularly during times of financial challenge is crucial.

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	3 Salary levels of Chief Officer posts (as defined by S43(2) of the Localism Act	
	4 Pay Scale – NJC Green Book	

1. LEGISLATION

- 1.1 Sections 38 to 43 of the Localism Act 2011 require local authorities to produce a Pay Policy Statement for each financial year.
- 1.2 The Act and supporting statutory guidance provides details of matters that must be included in this statutory pay policy but also recognises that each local authority has the autonomy to determine its own pay structures and pay policies. The Pay Policy must be formally approved by Full Council by the end of March each year, can be amended in year, must be published on the authority's website and must be complied with when setting terms and conditions for Chief Officers as defined in the Act.

2. SCOPE

- 2.1 This Pay Policy Statement includes a policy on:
- The level and elements of remuneration for the Chief Executive
 - The remuneration of the lowest paid employee
 - The relationship between the remuneration of Chief Officers¹ and other officers
 - Other specific aspects of Chief Officer remuneration such as fees, charges and other discretionary payments.
- 2.2 Remuneration in this context is defined widely to include not just pay but also charges, fees, allowances, benefits in kind, increases in enhancements of pension entitlements and termination payments.
- 2.3 Appendix 1 provides explanation/glossary of terms used within this Pay Policy.

3. CHIEF EXECUTIVE PAY

- 3.1 The Chief Executive in Rutland discharges the accountability of Head of Paid Service – a statutory role defined by the Local Government and Housing Act. The grade of this post is determined by a job evaluation process and is assigned as Grade CX – this is the only post within this grade.
- 3.2 Following a senior officer pay and grading review in 2015-16, the salary band for 2016-17 was £121,200 to £126,250; increasing to £122,412 to £127,513 for 2017-18 with 4 spinal column points. Progression to the next spinal column point takes place on 1 April each year up to the top of the grade. However, annual progression will be withheld if the post holder is subject to formal capability or disciplinary.
- 3.3 Pay points within the CX grade will be uplifted in accordance with any Joint National Council (JNC) for Chief Executives pay awards on an

¹ Chief Officer is defined in Section 43(2) of the Localism Act

affordability basis, ie. the Council retains the provision to not apply the full JNC pay award if it is considered cost prohibitive. In 2016, National Employers agreed a two year pay deal with the trade unions which provided for a 1% uplift on 1 April 2016 and 1 April 2017. This will be on an affordability basis ie. the Council retains the provision to not apply the full JNC pay award if it is considered cost prohibitive. Other conditions of service are as prescribed by the Joint National Council (JNC) for Local Authority Chief Executives national conditions.

- 3.4 The Chief Executive of Rutland County Council has been appointed as Returning Officer. The Returning Officer is an officer of the Council who is appointed under the Representation of the People Act 1983. Whilst appointed by the Council, the role of Returning Officer is one which involves and incurs personal responsibility and accountability and is statutorily separate from his/her duties as an employee of the Council.
- 3.5 The fees in respect of Returning Officer duties at Local Government elections are included in the Chief Executive's salary. A separate fee is received for elections such as the Police and Crime Commissioner, European and Parliamentary elections, and Referendum.

4. SENIOR MANAGEMENT PAY

- 4.1 These senior employees are responsible for working with elected members to determine the overall strategic direction of the Council, to develop the efficiency and effectiveness of the services we deliver and to provide day to day leadership of those services.
- 4.2 The Council has to compete with other employers – regionally and nationally, private and public sector, to recruit and retain senior managers who are capable of meeting the challenges of delivering our diverse range of services. this has an important bearing on the levels of remuneration we offer – at the same time we have an obligation to secure the best value for money for our residents.
- 4.3 Senior Management pay is determined on the following basis:
 - Job evaluation to establish the job size and rank order
 - Assigned grade- based on job evaluation points to grade
 - Spinal column points within a grade range – progression taking place on April each year to the top of the grade. Progression to the next spinal column point will be withheld if the post holder is subject to formal capability or disciplinary.
 - Alignment to national pay awards determined by the Joint National Conditions (JNC) for posts on grades HOS1, HOS2, C03, C02 and C01. In 2016, National Employers agreed a two year pay deal with the trade unions which provided for 1% uplift on 1 April 2016 and 1 April 2017. This will be on an affordability basis ie. the Council retains the provision to not apply the full JNC pay award if it is considered cost prohibitive.

- 4.4 Other conditions of service are as prescribed by the JNC for Chief Officers.
- 4.5 There are no other additional elements of remuneration in respect of overtime, flexi-time, bank holiday working, stand-by payments, etc., paid to these senior managers as they are expected to undertake duties outside their contractual hours and working patterns without additional payment. Senior managers at Rutland County Council do have the benefit of time off in lieu (TOIL) according to the authority's policy.
- 4.6 In addition to basic salary, senior managers are entitled to:
- reimbursement of membership fees incurred in relation to membership of professional bodies (essential to the role)
 - business mileage undertaken – based on HMRC mileage rates
 - reimbursement of expenses which may be claimed as applicable to all other employees of the Council
 - payments for election duties.
- 4.7 Grades, pay ranges and spinal column points of posts within the Senior Manager bands are shown in Appendix 2.
- 4.8 Salary levels of posts that meet the definition of 'Chief Officer' (S 32(2) of the Localism Act), is shown in Appendix 3.

5. OTHER PAY PROVISIONS – NJC Green Book

- 5.1 The Council aims to maintain fair and equitable remuneration arrangements which enable it to recruit, retain, motivate and develop staff with the skills and capabilities necessary to ensure the achievement of our strategic aims and objectives. The Council's Pay Policy complies with all equal pay, discrimination and other relevant employment legislation.
- 5.2 The majority of the Council's staff have their terms and conditions determined by the National Joint Council (NJC) Green Book. The Council remains aligned to national pay negotiations led by the LGA in consultation with national trade unions. In addition employees receive annual increments on 1 April each year until they reach the top of their grade. For Career graded posts, employees proceed through the scheme based on meeting defined criteria and demonstration of competence within the framework.
- 5.2 The national pay spine includes 49 spinal column points. However, lower spinal column points have been eroded to reflect changes to the National Living Wage. The Council has retained pts 50 to 54 attributable to Grade P05 on a local basis.
- 5.3 The new National Living Wage became effective from 1 April 2016 – current value is £7.20 for workers aged above 25, increasing to £7.50 in April 2017. The Government's aim is to reach £9.00 (current value) per hour by 2020.

- 5.4 The Council's current grading structure (aligned to the national pay spine) is shown in Appendix 4. This reflects the two year pay deal agreed in 2016 of 1% in April 2016 and 1% in April 2017 (variation at the lower levels).
- 5.5 All posts on this pay structure are assessed for job size and rank order through a job evaluation scheme to ensure transparency and equity and satisfy equal pay requirements.
- 5.6 The Council will adopt the provision in the NJC Green Book and Statement of Written Particulars that enables the withholding of April increments for 'unsatisfactory service'. This will be in line with Directors and Heads of Service whereby the progression will be withheld if the post holder is subject to formal capability or disciplinary. The Chief Executive and Head of Human Resources will review all such cases to ensure consistency and fairness. This will be enacted for the 2017-18 financial year – therefore the first applicable date will be April 2018.
- 5.7 As part of the 2016-18 pay deal, the NJC agreed to conduct a review of the NJC pay spine – the prime reason being the introduction of the National Living Wage and the challenge of ensuring that a restructured pay spine is capable of withstanding annual changes to the National Living Wage rate without the need for regular and fundamental reviews of pay structures. To take forward the review, the Joint Secretaries have set up a working group - both sides will endeavour to achieve an outcome that is financially viable for employers and fair to employees. The review will be concluded by 30 June 2017 – this policy will therefore be updated to reflect any developments that affect this pay policy within the year 2017-18.

6. OTHER PAY PROVISIONS – other groups of staff

- 6.1 Common with other local authorities, the Council employs staff on other terms and conditions of employment as relevant to their professional group, as follows:

FENJC (Further Education National Joint Council) – applicable to Adult Learning Tutors
Youth and Community Workers (Pink Book)

7. ALLOWANCES

- 7.1 The majority of allowances and benefits are as prescribed by nationally agreed rates. However, there are a small number of local variations. In particular the Council introduced a local agreement for weekend enhancements in 2013-14.
- 7.2 Employees who are required to work overtime receive rates outlined in accordance with the National provisions (Green Book). Overtime is not payable to employees paid above scp 28.

- 7.3 A list of the current range of allowances and benefits is attached at Appendix 5.
- 7.4 In exceptional circumstances, basic pay for any officer may be supplemented by a market supplement if market evidence on demand for these skills supports it. This will be agreed by the Chief Executive.
- 7.5 The Council recognises that at times it may be difficult to recruit new employees or retain existing staff in key posts. To ensure the Council attracts and maintains a skilled and experienced workforce, recruitment and retention payments may be paid in addition to the post grade subject to a strategic review with substantial evidence and data. These will be agreed by the Chief Executive. Due regard will be given to the Financial Procedure Rules. The use of market supplements within Adults and Children's Social Care during 2016 has effectively supported recruitment and attraction strategies resulting in an overall reduction in vacancy levels in this area of over two thirds.
- 7.6 Market Supplements, as authorised by the Chief Executive, are based on a clear business case and rationale of market evidence on demand for these skills to ensure equity and fairness. The Council's approach takes into account, Technical Note 15: Market Supplements produced by the Local Government Association and research from other authorities within the region. Market supplements should not compromise the pay and grading structure nor jeopardise the integrity of job evaluation and thereby undermine budgetary control.
- 7.7 Relocation expenses may be paid to employees to cover additional costs they may incur as a result of relocating. These are in accordance with the Relocation Policy.
- 7.8 Employees temporarily acting up or covering additional responsibilities for a role which is graded higher than their substantive grade, may be paid an appropriate level for the duties they are asked to perform. Such arrangements are provided for in the Council's Acting Up and Additional Responsibility Allowance Policy.
- 7.9 The Council will pay professional subscription fees on behalf of employees where the subscription or membership is an essential requirement to the duties of the post.
- 7.10 The Council reimburses subsistence expenditure necessarily incurred by the employees on Council business in line with the Council's Travel and Expenses Policy.
- 7.11 Employees will be in receipt of salary protection resulting from a change of role, grade and salary as part of a service review or restructure, in accordance with the Council's Restructure Policy.

8.0 LOCAL GOVERNMENT PENSION SCHEME

- 8.1 All staff who are members of the Local Government Pension Scheme make individual contributions to the scheme depending on their salary. Contribution rates range from 5.5% to 12.5%.
- 8.2 The Council makes employer's contributions into the scheme, which are reviewed by the actuary. The rate for 2017-18 will be 21.7%, an increase from 20.7% in 2016-17.

9.0 MULTIPLIERS

- 9.1 For the purposes of this policy, the Council defines its lowest paid employees as those in the lowest salary grade on the nationally agreed scales (NJC Green Book). The minimum value will rise to £7.50 per hour wef 1.4.17 to reflect the new National Living Wage.
- 9.2 It has been recommended by Will Hutton's 2011 Review of Fair Pay in the Public Sector that local authorities publish their "pay multiple" - the ratio between the highest paid salary and the median salary of the whole of the authority's workforce. This is in order to support the principles of fair pay and transparency.

The calculation and ratio is as follows (wef 1.4.17):
(Based on values as at April 2017)

Chief Exec's Salary	£124,198
Median salary	£22,658
"pay multiple" ratio	5.48 : 1

- 9.3 Lowest paid staff comparison table:

There are 6 staff who are categorised as the Council's lowest paid staff as per the definition in paragraph 9.1. Based on a lowest value of £7.60 (1.4.17) per hour the ratio will therefore become:

Chief Exec's salary	£124,198
Lowest salary from lowest paid staff group	£15,390
"pay multiple" ratio (lowest salary)	8.07 : 1
Average salary of lowest paid staff group	£15,390
"pay multiple" ratio (average salary)	8.07 : 1

10. DISCRETIONARY PAYMENTS

- 10.1 The policy for the award of any discretionary payments is the same for all staff regardless of their pay level.
- 10.2 In relation to the termination of employment, the Council will have due regard to the making of any appropriate payments where it is in the Council's best interests. Any such payments will be in accordance with contractual or statutory requirements and take into account the potential risk and liabilities to the Council, including any legal costs, disruption to services, impact on employee relations and management time. The Council will have specific regard to the legal requirements which apply to the termination of employment of the Head of Paid Service (Chief Executive), the Monitoring Officer (Director for Resources) and Section 151 Officer (Assistant Director Finance).
- 10.3 Redundancy payments made by the Council are in line with regulation 5 of the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006. This provides an overall lump sum of the statutory redundancy payment multiplier based on actual weeks' pay. This is payable to employees made redundant with two or more years local government service regardless of their age.
- 10.4 Discretions that are provided by the LGPS are contained within a separate policy.

11. RE-ENGAGEMENT OF EMPLOYEES

- 11.1 Employees who are offered another post with any organisation covered by the Modification Order Act prior to their redundancy leaving date and commence within 4 weeks of leaving, are not eligible to receive a redundancy payment.
- 11.2 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. Any necessary adjustment to pension would be made in accordance with the scheme regulations.
- 11.3 The Council will not re-engage an ex-employee in the capacity of a consultant, interim or agency worker within 2 years of leaving the Council. A shorter period may be considered in exceptional circumstances only (eg. significant skills shortage) and by approval of the Chief Executive.

12. GENDER PAY GAP REPORTING

- 12.1 The Government issued consultation on its proposal to introduce mandatory gender pay gap reporting for public sectors employers with 250 or more employees. At the time of the drafting of this policy, we are awaiting legislation and guidance on this for an introduction date of April 2017 with the first set of gender pay gap information to be published by April 2018.

13. APPENDICES

- 1 Glossary of terms
- 2 Grade and pay structure of Chief Executive and Senior management posts
- 3 Salary levels of Chief Officer posts (as defined by S43(2) of the Localism Act
- 4 Pay Scale – NJC Green Book
- 5 Allowances and Benefits (NJC Green Book)

A large print version of this document is available on request



Rutland
County Council

Rutland County Council
Catmose, Oakham, Rutland LE15 6HP

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Pay Policy 2017 – 2018 – Glossary of Terms

NJC Green Book	NJC stands for National Joint Council. The Green book is the document that contains the national agreement on pay and conditions of service for 1.4 million local government services. This applies to most staff in Rutland (<i>excludes for example Youth Workers, and Tutors, and senior officer posts on JNC Conditions - see below</i>). It is also known as the Single Status Agreement as it comprises the harmonised terms and conditions which were previously in place for Manual workers and other staff which were termed as 'Administrative, Professional and Technical'.
NJC Pay Spine	This relates to the salary levels that are negotiated through the Local Government Association (as the 'National Employer') and the trade unions (eg. Unison, GMB). Rutland's salary scales for posts on grades 1 through to P05 are determined by this pay scale and we are therefore subject to national pay bargaining which is led by the Local Government Association and negotiated with the trade unions.
Spinal Column points	The pay spine is made up of a number of Spinal Column Points (SCPs) and each has an associated salary value. These national spinal column points are then used to shape pay grades – therefore each grade has a number of spinal column points. SCPs are also sometimes known as incremental steps.
Annual progression	This is linked to the SCPs and provides for progression to the next SCP within the job holders grade. This takes place on 1 April each year until the employee reaches the top of their grade – there is then no further SCP/ incremental progression and any pay increase is associated with any annual pay award that is negotiated nationally. Part of the national pay conditions means that an employee joining between October and March receive their first SCP progression/increment, 6 months after joining.
JNC for Chief Executives	This is the Joint Negotiating Committee (JNC) for Chief Executives and is the national negotiating body for the pay and conditions of service of Chief Executives in England and Wales. It is made up of representatives from the Local Government Association as the national employer and also representatives of Chief Executives and the registered independent trade union (ALACE).

JNC for Chief Officers	Similar to the JNC for Chief Executives but this relates to the terms and conditions of posts that are attached to a Chief Officer position. In Rutland this includes Directors, Deputy Director, Assistant Director and the two Heads of Service grades.
Market Supplements	Market supplements are payable where the 'going rate' for a specific job or specialism is higher than that offered by the Council. The enhancement brings the base salary to a comparable market rate that enables the Council to recruit and retain key skills.

Pay Policy 2017 – 2018 – Grade and Pay Structure for Senior Officer Staff

Job Title	Grade	Pay Points
Chief Executive	CX	£122,412 £124,198 £125,982 £127,513
Director of People and Deputy Chief Executive	C01	£96,910 £98,695 £100,480 £102,010
Director of Resources	C02	£81,608 £83,394 £85,178 £86,709
Director of Places – Development and Economy Director of Places – Environment, Planning and Transport Deputy Director People Assistant Director Finance	C03	£73,193 £74,977 £76,508
Head of Adult Social Care Head of Learning and Skills Head of Safeguarding (Children)	HOS1	£64,266 £65,766 £67,174 £68,562 £69,949 £71,407
Head of Commissioning Head of Early Help Head of Corporate Governance Head of Culture and Registration Head of IT Head of HR Note: Given that this grade has incorporated posts from P05, P06, P07 and CAD, there is a two year transition phase to allow for assimilation to two lower pay points, each point being deleted each year.	HOS2	£55,975 £57,259 £58,631 £60,033 £61,426 £62,809 £64,221

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Rutland County Council Chief Officer Salaries 2017-18

	Salary range
CHIEF OFFICERS	
Chief Executive	£122,412 - £127,513
Director for People/Deputy Chief Executive	£96,910 - £102,010
Director for Resources (and Monitoring Officer)	£81,608 - £86,709
Director for Places x 2	£73,193 - £76,508
Deputy Director People	£73,193 - £76,508
Assistant Director Finance (and S.151 Officer)	£73,193 - £76,508
Head of School Improvement	£64,266 - £71,407
Head of Early Help	£55,975 - £64,221
Head of Safeguarding (Children)	£64,266 - £71,407
OTHER CHIEF OFFICERS/ DEPUTY CHIEF OFFICERS	
Head of Human Resources	£55,975 - £64,221
Head of Corporate Governance	£55,975 - £64,221
Head of IT and Customer Services	£55,975 - £64,221
Revenues and Benefits Manager	£41,025 - £43,821
Finance Manager x 2	£45,697 - £49,152
Corporate Projects Programme Manager (to May 2017)	£45,697 - £49,152
Senior Development Control Manager	£41,025 - £43,821
Planning Policy and Housing Manager	£41,025 - £43,821
Head of Property Services	£55,975 - £64,221
Head of Culture and Registration	£55,975 - £64,221
Senior Transport Manager	£41,025 - £43,821
Senior Environmental Services Manager	£45,697 - £49,152
Senior Highways Manager	£41,025 - £43,821

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	SCP	SALARY	MONTH	WEEK	DAY	HOUR
	6	14659	1221.58	281.13	56.23	7.598
	7	14761	1230.08	283.09	56.62	7.651
	8	14919	1243.25	286.12	57.22	7.733
	9	15125	1260.42	290.07	58.01	7.840
SCP 4-10 = GRADE 1	10	15390	1282.50	295.15	59.03	7.977
	11	15662	1305.17	300.37	60.07	8.118
	12	15981	1331.75	306.48	61.30	8.283
SCP 11-13 = GRADE 2	13	16353	1362.75	313.62	62.72	8.476
	14	16646	1387.17	319.24	63.85	8.628
	15	16940	1411.67	324.88	64.98	8.780
	16	17341	1445.08	332.57	66.51	8.988
SCP 14-17 = GRADE 3	17	17722	1476.83	339.87	67.97	9.186
	18	18070	1505.83	346.55	69.31	9.366
	19	18746	1562.17	359.51	71.90	9.717
	20	19430	1619.17	372.63	74.53	10.071
SCP 18-21 = GRADE 4	21	20138	1678.17	386.21	77.24	10.438
	22	20661	1721.75	396.24	79.25	10.709
	23	21268	1772.33	407.88	81.58	11.024
	24	21962	1830.17	421.19	84.24	11.383
SCP 22-25 GRADE 5	25	22658	1888.17	434.54	86.91	11.744
	26	23398	1949.83	448.73	89.75	12.128
	27	24174	2014.50	463.61	92.72	12.530
SCP 26-28 GRADE 6	28	24964	2080.33	478.76	95.75	12.940
	29	25951	2162.58	497.69	99.54	13.451
	30	26822	2235.17	514.39	102.88	13.903
SCP 29-31 GRADE so1	31	27668	2305.67	530.62	106.12	14.341
	32	28485	2373.75	546.29	109.26	14.765
	33	29323	2443.58	562.36	112.47	15.199
scp 32-34 = grade SO2	34	30153	2512.75	578.28	115.66	15.629
	35	30785	2565.42	590.40	118.08	15.957
	36	31601	2633.42	606.05	121.21	16.380
	37	32486	2707.17	623.02	124.60	16.838
SCP 35-38 = Grade PO1	38	33437	2786.42	641.26	128.25	17.331
	39	34538	2878.17	662.37	132.47	17.902
	40	35444	2953.67	679.75	135.95	18.372
	41	36379	3031.58	697.68	139.54	18.856
SCP 39-42 = grade PO2	42	37306	3108.83	715.46	143.09	19.337
	43	38237	3186.42	733.31	146.66	19.819
	44	39177	3264.75	751.34	150.27	20.306
SCP 43-45 = Grade PO3	45	40057	3338.08	768.22	153.64	20.763
	46	41025	3418.75	786.78	157.36	21.264
	47	41967	3497.25	804.85	160.97	21.753
	48	42899	3574.92	822.72	164.54	22.236
SCP 46-49 = grade PO4	49	43821	3651.75	840.40	168.08	22.714
	50	45697	3808.08	876.38	175.28	23.686
	51	46572	3881.00	893.16	178.63	24.140
	52	47428	3952.33	909.58	181.92	24.583
	53	48294	4024.50	926.19	185.24	25.032
SCP 50-52 = grade PO5	54	49152	4096.00	942.64	188.53	25.477

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Rutland County Council Allowances and Benefits

Monetary Benefits

Mileage rates	Paid in line with current HMRC rates
Acting up/Additional Responsibility Allowance	At levels appropriate to the post acted up to
Expenses	Paid at NJC rates
Market Supplements	Where the need for a supplement has been demonstrated through recruitment practices and benchmarking
Professional fees/ Training subscriptions	Where appropriate to the post
Standby	In accordance with Corporate Policy
Relocation	Where applicable and in accordance with the Relocation Policy

Local agreement regarding weekend enhancements:

For work on a Saturday or Sunday as part of the normal working week, payment will be made at time and a half for all hours worked. For employees paid at SCP 13 or below, work on a Sunday will be at double time. Work on a Saturday or Sunday outside the normal working week will be regarded as overtime.

Local agreement – enhancements for weekend working for Registrars

Registrars will be paid enhancements for weekend working - work on a Saturday or Sunday as part of the normal working week, payment will be made at time and a half

Other benefits – where appropriate to the post

- Flexi time
- Time off in lieu (TOIL)
- Other flexible working arrangements where appropriate for the post
- Training – professional training and/or internally arranged where appropriate.

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COUNCIL

13 March 2017

BARLEYTHORPE INTERIM PARISH COUNCIL: APPOINTMENT OF INTERIM COUNCILLORS

Report of the Director for Resources

Strategic Aim:	All		
Exempt Information	No		
Cabinet Member(s) Responsible:	Mr O Hemsley, Deputy Leader and Portfolio Holder for Growth, Trading Services and Resources (except Finance)		
Contact Officer(s):	Debbie Mogg, Director for Resources	01572 758358	dmogg@rutland.gov.uk
	Natasha Brown, Corporate Support Coordinator	01572 720991	nbrown@rutland.gov.uk
Ward Councillors	Oakham North West - Mr R Gale and Mr A Mann		

DECISION RECOMMENDATIONS

That Council:

1. Approves the appointment of the individuals listed below as interim councillors to Barleythorpe Interim Parish Council until the election of Parish Councillors in May 2018:

- Mr C Marsland
- Dr N A Plummer
- Mr A Westlake
- Mr D Blanskby
- Mr P Goodwin
- Mrs S Webb
- Mr R Gale (County Councillor for Ward of Oakham North West)
- Mr A Mann (County Councillor for Ward of Oakham North West)

2. Delegates authority to the Chief Executive in consultation with the Leader to seek expressions of interest and appoint to any vacancy that may arise in the Barleythorpe Interim Council.

1 PURPOSE OF THE REPORT

- 1.1 To appoint 6 Members to the Barleythorpe Interim Parish Council, who along with the 2 County Councillors for the Ward of Oakham North West, will form the Interim Council until May 2018 in accordance with transitional provisions set out in Section 12 of the Rutland County Council (Reorganisation of Community Governance) Order 2017 (The Reorganisation Order) (Appendix A).

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 The Final Recommendations for the Community Governance Review of Barleythorpe and Oakham North West were approved by the Council on 9 January 2017. The Reorganisation Order provides for transitional arrangements to be put in place until the election of Parish Councillors in May 2018. Council agreed that an interim council would be created with a total of 8 members to include the 2 County Councillors for the Ward of Oakham North West, along with 6 other members to be appointed from expressions of interest put forward.
- 2.2 A letter seeking expressions of interest from the Barleythorpe Community for the Interim Council, was issued to the Barleythorpe Parish Meeting and the Barleythorpe Neighbourhood Forum. The details were also sent to the Ward Councillors, posted on the Council Website and a Press Release was also issued. The closing date for expressions of interest was 20 February 2017. In total 6 expressions of interest were received and a summary of the applicants can be found below.
- 2.3 As agreed at the Council meeting on 9 January 2017, the Constitution Review Working Group (CRWG) met on 24 February 2017 to consider the expressions of interest put forward for Barleythorpe Interim Parish Council. The CRWG were pleased that a sufficient number of people had come forward for the Barleythorpe Interim Council, but had not had to apply any selection process as there had been 6 expressions of interest for 6 places. The CRWG were unanimous in support of those candidates expressing an interest (Listed in Section 3 below).

3 SUMMARIES OF EXPRESSIONS OF INTEREST FOR BARLEYTHORPE INTERIM PARISH COUNCIL

3.1 Mr C Marsland

- Nearly 40 years in state secondary education in various roles
- Chair Barleythorpe Neighbourhood Forum
- Knowledge and expertise includes - Managing teams of professionals, Buildings management and development, Health and Safety and insurance, Budget planning and management (circa £4million), liaising with other professionals e.g. planners/contractors.
- Reason for interest: "I have been chair of the Barleythorpe Forum since March 2016 and have worked with a team to build the support for the establishment of the Parish Council and to further the interests of the residents of Barleythorpe."

3.2 Dr N A Plummer

- Involved with the formation of the Barleythorpe Forum since its inception: responsible for finances; opening of bank account; IT; creation of resident database and communications with the residents of Barleythorpe and members of Forum.
- Lived in "Old Barleythorpe" for 16 years and been involved in historical efforts to get views of residents considered by RCC.
- Self-employed business owner for past 38 years.
- Reason for interest: "The Parish Council needs to represent both "Old" and "New" Barleythorpe. As a resident, of what is now the minority of the Parish, I feel that both groups should be equally represented."

3.3 Mr A Westlake

- Worked as an officer of Mansfield District Council, Colchester and Lambeth Borough Councils in senior property related posts at Head of Service level. (2002 to date).
- Specialist in international financial services and banking for Ernst & Young based in Russia and Middle East (1993 to 2001).
- Senior officer of international American bank based in London (1985 to 1992).
- Sound working knowledge of local authority financial regulations, constitutions, practices and procedures including Cabinet Member briefing and drafting of decision reports. Background within local authorities has been in housing regeneration, and managing a corporate and commercial property portfolio.
- Active supporter of the Brickhill Parish Council including helping out at community events and assisting with crime prevention and community safety awareness for 25 years prior to moving to Oakham.
- Reason for Interest: "Having moved to Oakham at the beginning of 2016 I have been active with various local organisations (Oakham Heights Residents Association – Barleythorpe Neighbourhood Forum – Oakham 41 Club (Ex Round Table members) and local archery club. I see this as a great opportunity to give something tangible to my community and help promote the wellbeing and quality of life of residents."

3.4 Mr D Blanksby

- Former Oakham Town Councillor
- Chair of Barleythorpe Parish Meeting
- Proponent of the Barleythorpe Parish Governance Review
- Leader of Barleythorpe Community Trust
- System Manager in Pre-Press

- Architectural Design & Planning
- Reason for Interest: “I have worked for 4 years in pursuit of a Barleythorpe Parish Council and the infrastructure promised by Hawksmead.”

3.5 Mr P Goodwin

- Lived in Barleythorpe since 2015.
- Tarmac group, Regional Director - retired 1997.
- Previously served on the Burton Lazars Parish Council for about 5 years.
- Reason for Interest: “ have all the necessary skills and qualifications”.

3.6 Mrs S Webb

- Actively involved in assisting various residential groups in achieving their goals to ensure that Oakham Heights develops into the neighbourhood which has been set out by various planning and marketing concepts.
- Lead of the Green Spaces group through the Residents’ Association and am Secretary to the Barleythorpe Allotment Society.
- Familiar with issues arising from owners of new properties brought about by the developers and with communicating with the developers.
- Familiar with the needs and associated problems of ensuring the original development plans are adhered to.
- Excellent IT knowledge and capacity to learn and retain new information.
- Reason for interest: “I am very keen to be part of the development of this beautiful part of Rutland and to ensure that a balance between open spaces, community facilities/activities and buildings is maintained. I offer commitment, enthusiasm and passion”.

4 REMIT/MEMBERSHIP OF BARLEYTHORPE INTERIM PARISH COUNCIL

4.1 In a report commissioned by RCC in July 2016 Leicestershire and Rutland Association of Local Councils (LRALC) advised that any Interim Parish Council had all the same powers as the actual parish council when that was formed, but recommended that if an interim parish council were created caution should be exercised in terms of decisions which may be deemed to be ‘sensitive’ or which commit the as yet unelected Council to a medium or long term arrangement. An interim parish council should ideally focus on the practical short term issues relating sensible preparations for elected councillors taking post following the first elections for the council in May 2018.

4.2 LRALC have also confirmed that the statutory qualifications do not apply to interim councillors, RCC can choose the composition of the council by appointing individuals they felt had appropriate skills, knowledge, background, or any other criteria they deemed relevant.

- 4.3 In addition to the 6 members appointed from expressions of interest it was deemed appropriate to appoint the two Ward Members for the area under review, Councillor Richard Gale and Councillor Alistair Mann, plus 2 advisory members.
- 4.4 The two advisory members will consist of RCC Officer Support (The RCC Officer will be allocated in accordance with the area/issue under discussion and so will vary to ensure the involvement of an Officer with the relevant expertise. The other advisory member will be an experienced member of another Parish Council.
- 4.5 Individuals appointed to the Interim Parish Council will be expected to attend regular meetings and contribute to the decision making process in the interests of the Barleythorpe community, this will include the management of a budget (See Section 7 below), selection and appointment of a Clerk, and other practical short term issues which relate to sensible preparations for the elected Parish Councillors taking post in 2018.

5 CONSULTATION

- 5.1 The documentation relating to this review, including the details of the consultations and responses and comments received from the consultations can be viewed on the Community Governance page of the Council website.

6 FINANCIAL IMPLICATIONS

- 6.1 The Interim Parish Council will have access to and control of funds raised by the precept which has been set at £17,960 for 2017/18. As such the Interim Council will have to adhere to financial regulations in relation to holding public money and must ensure that that money is safeguarded, properly accounted for and used economically, efficiently and effectively.
- 6.2 There is a financial implication to RCC in Officer time to support the Interim Council but it is not expected to be significant and can be contained within existing budgets
- 6.3 The cost of holding a contested election for any new councillors in 2018 will need to be assessed. This is currently predicted to be around £2000. The cost for the election can be included in the Budget set by the Interim Council for 2018/19.

7 LEGAL AND GOVERNANCE CONSIDERATIONS

- 7.1 The interim parish council is formally appointed by RCC via the Rutland County Council (Reorganisation of Community Governance) Order 2017 (Appendix A), made under the Local Government and Public Involvement in Health Act 2007 section 98. Subsection (3) which gives the principal authority the power to make any “incidental, consequential, transitional or supplementary provision as may appear to the principal council to be necessary or proper for the purposes of, or in consequence of, or for giving full effect to, the order.” Section 12 of the Reorganisation Order includes arrangements for the appointment of Interim Councillors.
- 7.2 The Interim Council will need to ensure that their governance and accountability practices comply with National Association of Local Council Guidance which details proper accounting and internal audit practices.

- 7.3 It is strongly advised that the Interim Council becomes a member of the LRALC in order to access support and advice and allow the Interim Councillors and Clerk to access training, briefings, and other resources.
- 7.4 If any vacancies arise during the period of the Interim Council, delegated Authority is sought for the Chief Executive, in consultation with the Leader, to make appointments as necessary. This will allow any vacancies to be addressed swiftly and avoid the potential for the Interim Council to be inquorate.
- 8 EQUALITY IMPACT ASSESSMENT**
- 8.1 An Equality Impact Assessment Screening Form (EqIA) has been completed. No adverse or other significant issues were found.
- 9 COMMUNITY SAFETY IMPLICATIONS**
- 9.1 There are no community safety implications.
- 10 HEALTH AND WELLBEING IMPLICATIONS**
- 10.1 There are no health and wellbeing implications.
- 11 BACKGROUND PAPERS**
- 11.1 There are no additional background papers to the report.
- 12 APPENDICES**
- 12.1 Appendix A - Rutland County Council (Reorganisation of Community Governance) Order 2017

A Large Print or Braille Version of this Report is available upon request – Contact 01572 722577.

LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT 2007

The Rutland County Council (Reorganisation of Community Governance) Order 2017

Made 8 February 2017

Coming into force in accordance with article 1(2)

Rutland County Council (“the council”), in accordance with section 82 of the Local Government and Public Involvement in Health Act 2007(e) (“the 2007 Act”), has undertaken a community governance review and made recommendations dated 9 January 2017:

The council has decided to give effect to those recommendations and, in accordance with section 93 of the 2007 Act, has consulted with the local government electors and other interested persons and has had regard to the need to secure that community governance reflects the identities and interests of the community and is effective and convenient:

The council, in accordance with section 100 of the 2007 Act, has had regard to guidance issued under that section:

The council makes the following Order in exercise of the powers conferred by sections 86, 98(3), 98(4), 98(6) and 240(10) of the 2007 Act.

Citation and commencement(a)

1.—(1) This Order may be cited as the Rutland County Council (Reorganisation of Community Governance) Order 2017.

(2) Subject to paragraphs (3) and (4) below, this Order comes into force on 1st April 2017.

(3) Article 7(establishing parish electoral arrangement), shall come into force on the ordinary day of election of councillors in 2018.

(4) For the purposes of:

- (a) this article,
- (b) article 5(Calculation of budget requirement); and
- (c) proceedings preliminary or relating to the election of parish councillors for the parish of Barleythorpe, to be held on the ordinary day of election of councillors in 2018,

this Order shall come into force on the day after that on which it is made.

Interpretation

2. In this Order—

“county” means the county of Rutland;

“existing” means existing on the date this Order is made;

“map” means the map marked “Map referred to in the Rutland County Council (Reorganisation of Community Governance) Order 2017” and deposited in accordance with section 96(4) of the 2007 Act: and any reference to a numbered sheet is a reference to the sheet of the map which bears that number;

“new parish” means the parish constituted by article 4 ;

“ordinary day of election of councillors” has the meaning given by section 37 of the Representation of the People Act 1983; and

“registration officer” means an officer appointed for the purpose of, and in accordance with, section 8(c) of the Representation of the People Act 1983.

Effect of Order

3. This Order has effect subject to any agreement under section 99 (agreements about incidental matters) of the Local Government and Public Involvement in Health Act 2007 relevant to any provision of this Order.

Existing Parishes Under Review

4. (1) The area of the parishes of Barleythorpe and Oakham North West should be altered as outlined with a red line on map “E”

Calculation of budget requirement

5. For the purposes of regulation 3 of the Local Government Finance (New Parishes) (England) Regulations 2008 there is specified in relation to the parish of Barleythorpe the sum of £17,960 for the year 2017/18.

Parish council for the parish of Barleythorpe

6.—(1) There shall be a parish council for the parish of Barleythorpe.

(2) The name of that council shall be “Barleythorpe Parish Council”

Election for the parish of Barleythorpe

7.—(1) The election of all parish councillors for the parish of Barleythorpe shall be held on the ordinary day of election of councillors in 2018.

(2) The term of office of every parish councillor elected on the ordinary day of election of councillors in 2018 for the parish of Barleythorpe shall be one year.

(3) There will be further elections of the Barleythorpe Parish Council on the ordinary day of election of councilors in 2019.

(4) The term of office of every parish councilor elected on the ordinary day of election of councilors in 2019 for the parish of Barleythorpe shall be four years.

Number of parish councillors for the parish of Barleythorpe

8. The number of councillors to be elected for the parish of Barleythorpe shall be eight (8).

Annual meeting of parish council

9. The annual meeting of the new parish council in 2018 shall be convened by the Chief Executive of the Rutland County Council. The meeting shall take place no later than 14 days after the day on which the councillors elected to the new parish council take office.

Alteration of Barleythorpe Parish area and the North West Ward of the Parish of Oakham

10. (1) Each area coloured blue and designated by a letter on the map and specified in column (1) of the Schedule shall cease to be part of the parish specified in relation to that area in columns (2) and (3) of the Schedule and shall become part of the parish specified in relation to that area in columns (4) and (5) of the Schedule.

(2) Each area coloured orange and designated by a letter on the map and specified in column (1) of the Schedule shall cease to be part of the parish specified in relation to that area in

columns (2) and (3) of the Schedule and shall become part of the parish specified in relation to that area in columns (4) and (5) of the Schedule.

Electoral register

11. The registration officer for the county shall make such rearrangement of, or adaptation of, the register of local government electors as may be necessary for the purposes of, and in consequence of, this Order.

Transitional provision

12. (1) Until the councillors elected to the council of the parish of Barleythorpe at the elections to be held on the ordinary day of election of councillors in 2018 come into office, an interim parish council will be created (with all the statutory powers of a parish council).

(2) The interim parish council shall consist of the 2 councillors who immediately before 1st April 2017 are elected ward members for Oakham North West.

(3) The interim parish council shall in addition consist of 6 community representatives to be appointed by council as interim councillors.

Order date

13. 1st April 2017 is the order date for the purposes of the Local Government (Parishes and Parish Councils) (England) Regulations 2008

Sealed with the seal of the council on the 8 day of February 2017
107432



HV Briggs

Helen Briggs
Chief Executive

Tony Mathias

Tony Mathias
Leader of the Council

ALTERATION OF AREAS OF PARISHES AND PARISH WARDS

<i>Column (1)</i>	<i>Column (2)</i>	<i>Column (3)</i>	<i>Column (4)</i>	<i>Column (5)</i>
<i>Area</i>	<i>Parish from which omitted</i>	<i>Parish ward from which omitted</i>	<i>Parish to which added</i>	<i>Parish ward to which added</i>
Map "A" Blue Shaded Area	Oakham	Oakham North West	Barleythorpe	Not applicable
Map "B" Orange Shaded Area	Barleythorpe	Not applicable	Oakham	Oakham North West
Map "C" Blue Shaded Area	Oakham	Oakham North West	Barleythorpe	Not applicable
Map "D" Orange Shaded Area	Barleythorpe	Oakham North West	Oakham	Oakham North West

EXPLANATORY NOTE

(This note is not part of the Order)

This Order gives effect to recommendations made by Rutland County Council creation of a council for the parish of Barleythorpe within the county of Rutland.

Article 7 provides for parish elections in the parish of Barleythorpe in 2018, with further parish elections in 2019 and then to continue according to the established system of parish elections every four years.

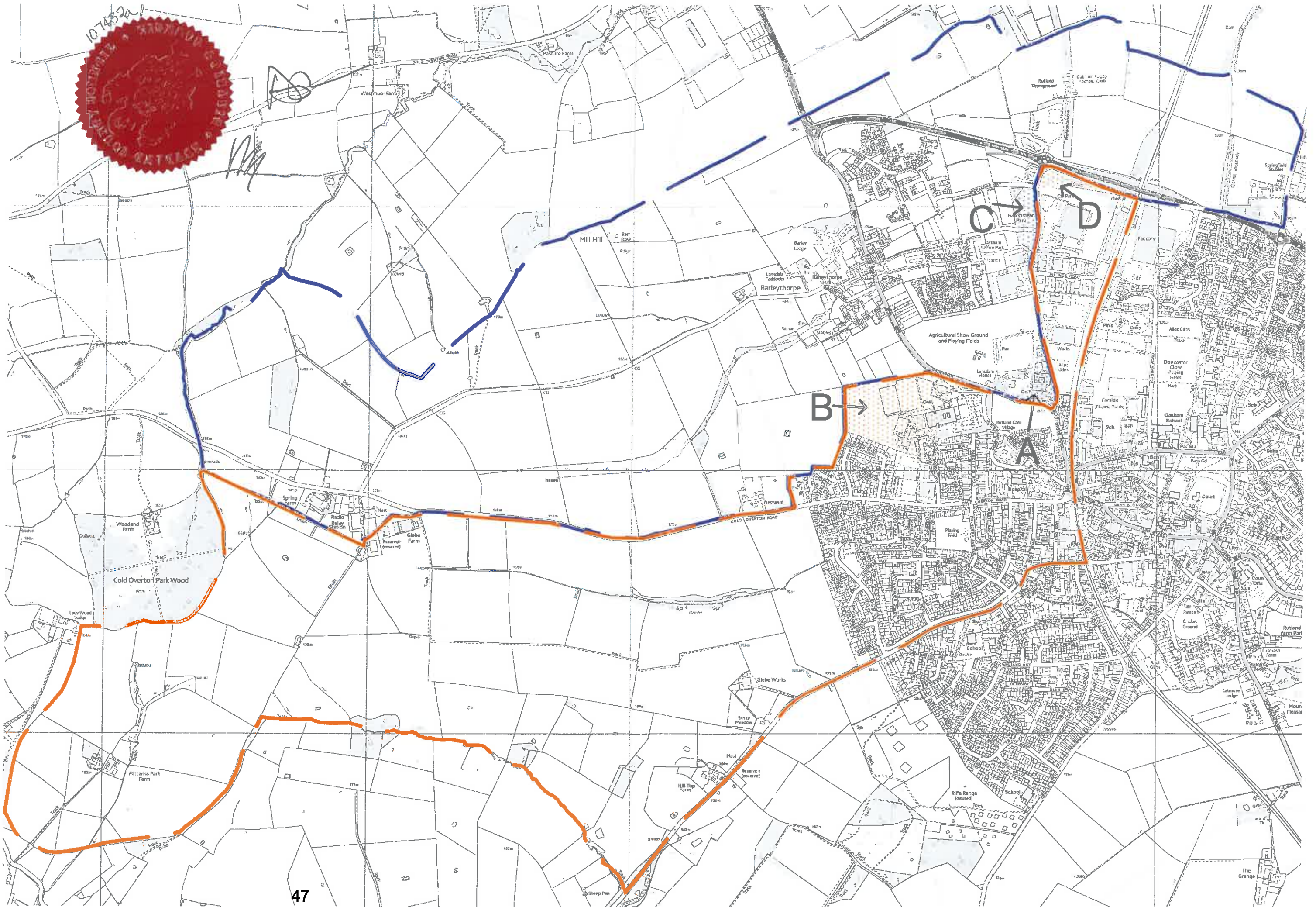
Article 8 specifies the numbers of parish councillors for the parish of Barleythorpe.

Article 11 obliges the Electoral Registration Officer to make any necessary amendments to the electoral register to reflect the new electoral arrangements.

The map defined in article 2 shows the parish of Barleythorpe. It is available, at all reasonable times, at the offices of Rutland County Council.

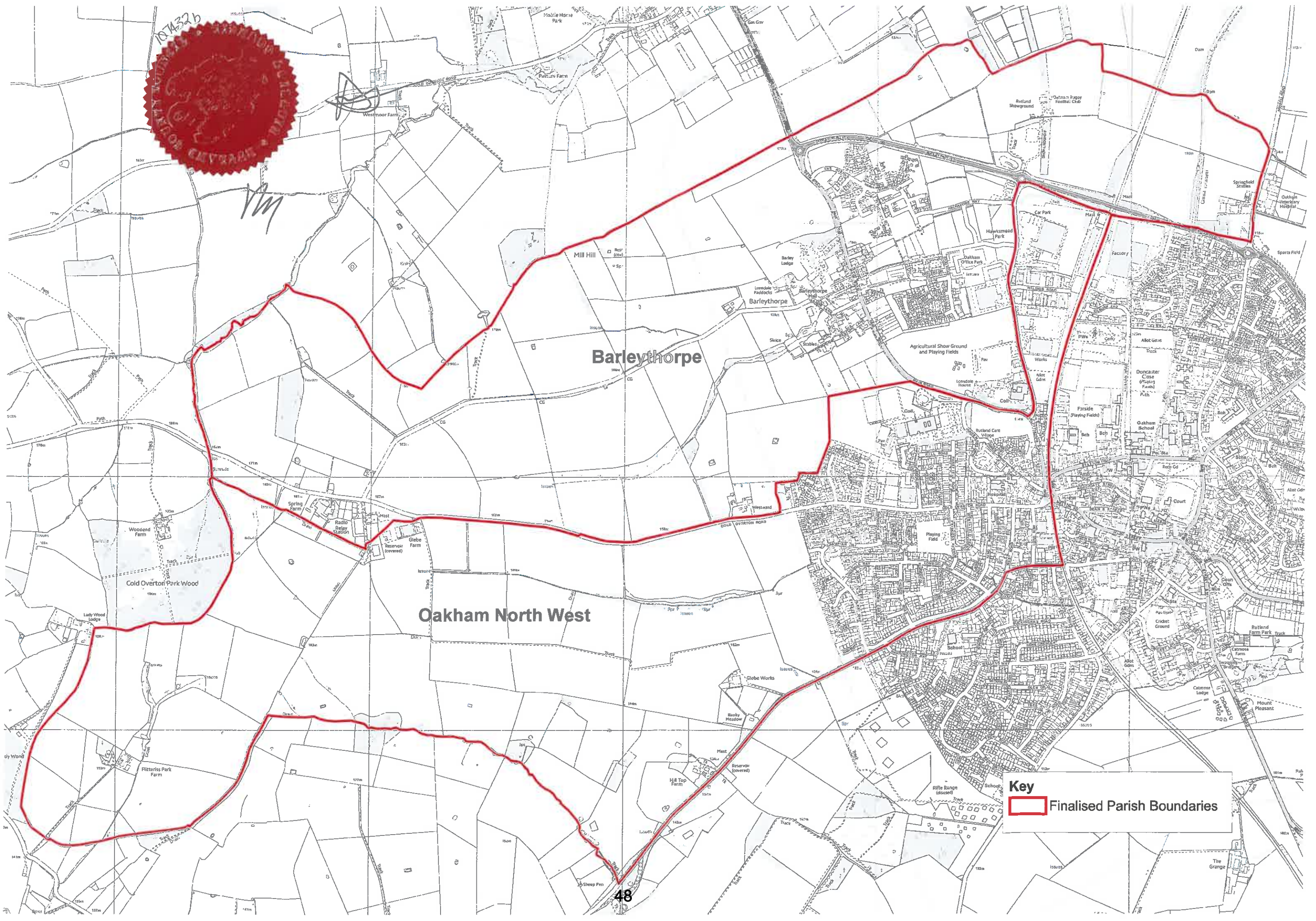


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101432b



Barleythorpe

Oakham North West

Key

 Finalised Parish Boundaries