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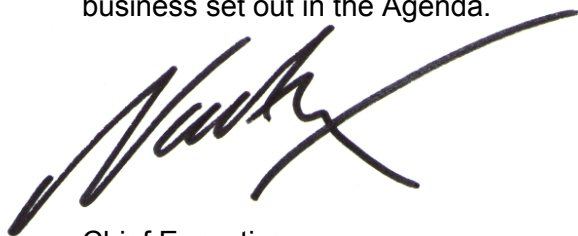
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21 February 2017

To the Members of the Council,

You are hereby summoned to attend a meeting of the **COUNCIL** to be held in the Council Chamber at these Offices on Wednesday 1 March 2017 at 6.00 pm for the transaction of the business set out in the Agenda.



Chief Executive

Members of the Council:

S S Chandler (Chairman)	N Dixon	S M Le Chevalier
D Hannent (Vice-Chairman)	M R Eddy	S C Manion
J S Back	A Friend	K Mills
S F Bannister	R J Frost	K E Morris
T J Bartlett	B Gardner	D P Murphy
P M Beresford	B J Glayzer	M J Ovenden
T A Bond	P J Hawkins	A S Pollitt
P M Brivio	P G Heath	G Rapley
B W Butcher	J M Heron	A F Richardson
P I Carter	S Hill	M Rose
N J Collor	M J Holloway	D A Sargent
M D Conolly	S J Jones	F J W Scales
M I Cosin	L A Keen	P Walker
G Cowan	N S Kenton	P M Wallace
D G Cronk	P S Le Chevalier	P A Watkins

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

2 **MINUTES** (Pages 8 - 18)

To confirm the attached Minutes of the meeting held on 25 January 2017.

3 **DECLARATIONS OF INTEREST** (Page 19)

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

4 **ANNOUNCEMENTS**

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

5 **LEADER'S TIME**

To receive an oral report at the meeting from the Leader (and Cabinet) on the business of the Executive or on any topic or subject that it is felt should be brought to the attention of the Council.

In accordance with Council Procedure Rule 10 (Leader's Time):

- (a) The Leader (and Cabinet) shall have up to 15 minutes to make within this report any statements that they wish on any topic or subject that they feel should be drawn to the attention of the Council.
- (b) The Leader (or their nominee) of the Major Opposition Group (Labour Group) shall be allowed up to 10 minutes to respond.
- (c) The Leader (or their nominee) of the Other Opposition Group (UKIP Group) shall be allowed up to 5 minutes to respond.
- (d) The Leader of the Council shall be allowed up to 5 minutes to exercise a right of reply (or 25% of the time given to the Opposition Group Leaders, whichever is the greatest).

6 **SEAT ALLOCATION AND GROUP APPOINTMENTS**

To receive from Group Leaders any changes to seat allocations or appointments.

(Note: Any changes must be within the approved allocation of seats to political groups in accordance with the political balance rules (where applicable).)

7 **QUESTIONS FROM THE PUBLIC**

To receive answers in respect of questions from the public to Members of the Executive asked in accordance with Rule 11 of the Council Procedure Rules.

- (a) Questions will be asked in the order in which notice of them was received, except that the Chairman may group together similar questions.
- (b) The period for questions by the public shall be limited so that no further questions shall be put after the elapse of 15 minutes from the commencement of the first question.
- (c) A maximum of three minutes is allowed for the each question to be read.
- (d) A questioner who has put a question in person may also put one supplementary question without notice to the member who has replied to his or her original question. A supplementary question must arise directly out of

the original question or the reply.

- (e) Afterwards, any other Member at the Chairman's discretion may speak for up to two minutes on a question or reply.

Questions from the Public

- (a) Ms J Mead will ask the Portfolio Holder for Environment, Waste and Planning, Councillor N S Kenton:

“At the meeting of DDC Cabinet on 3 October 2016 a number of recommendations made by the Scrutiny Committee meeting on 13 September 2016 were approved. Can you update me on the progress against each of these recommendations and in particular can you update me on recommendation (b) regarding deadlines for planning applications?”

In answering the question can you include the following:

- Have the developers submitted a planning application since 3 October? If not, what action has the council taken?
- What further action does the council intend to take and by what date?
- If an outline planning application has been submitted what does it say? When will it be made public? What timescales are DDC now working to in terms of a full finalised planning application?”

8 QUESTIONS FROM MEMBERS

Up to 60 minutes is allowed for this part of the meeting unless extended by the Chairman of Council on a motion moved, duly seconded and approved by the Council. Members may ask one supplementary question in addition to their original question.

- (a) To Chairmen/Vice-Chairmen of Committees

To receive answers in respect of questions from Members of the Council to the Chairman or Vice-Chairman of the Council or the Chairman of any Committee or Sub-Committee asked in accordance with Rule 12 of the Council Procedure Rules.

There were no questions submitted.

- (b) To the Executive

To receive answers in respect of questions from Members of the Council to a Member of the Executive asked in accordance with Rule 12 of the Council Procedure Rules.

- (1) Councillor P M Brivio will ask the Portfolio Holder for Access and Licensing, Councillor N J Collor:

“Can the Portfolio Holder for Access and Licensing tell the meeting if DDC has any plans to install charging points for electric vehicles?”

- (2) Councillor P J Hawkins will ask the Portfolio Holder for Environment, Waste and Planning, Councillor N S Kenton:

“The Portfolio Holder for Environment, Waste and Planning will recall that on the 13 September the Scrutiny (Policy and Performance) Committee made seven recommendations regarding the Regent Cinema including that the developer be given three months to submit an outline planning application and 6 months to submit a full planning application. Would he please update Council on the current situation regarding the seven recommendations?”

- (3) Councillor S J Jones will ask the Portfolio Holder for Corporate Resources and Performance, Councillor M D Conolly:

“Why does this Council, when assessing tenders for goods and services not include in reports to Councillors if it has taken into account during the procurement process the social value requirements as defined by the Local Services Social Value Act 2012 which requires councils to consider the social, environmental and economic impact of contracts and how they can best impact the local community alongside best value for money, as it does with legal and equality and diversity requirements?”

- (4) Councillor L A Keen will ask the Leader of the Council, Councillor P A Watkins:

“Can the Leader of the Council describe the mechanisms for informing and consulting local residents on the proposed 4-council merger within the engagement exercise proposed in the consultants' report?”

- (5) Councillor B Gardner will ask the Portfolio Holder for Environment, Waste and Planning, Councillor N S Kenton:

“At cabinet in January 2017 when the item on planning appeals and planning conditions was discussed it was proposed that a working party of three councillors should be set up as a matter of urgency to discuss the whole situation of planning. Would the Portfolio Holder for Environment, Waste and Planning inform the Council as to when the first meeting of this group might take place?”

- (6) Councillor G Cowan will ask the Portfolio Holder for Corporate Resources and Performance, Councillor M D Conolly:

“Can the Portfolio Holder for Corporate Resources and Performance inform the Council how much this Council has received in Capital Receipts from the sale of land in Aylesham used for the new housing developments and what percentage will the Aylesham area receive?”

- (7) Councillor P M Brivio will ask the Portfolio Holder for Housing, Health

and Wellbeing, Councillor P M Beresford:

“Can the Portfolio Holder for Housing, Health and Well-being provide an update on the Selective Licensing Scheme that this Council agreed to introduce in January 2015?”

- (8) Councillor B Gardner will ask the Portfolio Holder for Environment, Waste and Wellbeing, Councillor N S Kenton:

“In March 2015 there was a training session for councillors at which councillors were informed that there was a backlog of just over 600 planning enforcement cases. Members were further informed that the Portfolio Holder for Environment, Waste and Planning had agreed to write off over 60% of these as they were not worth pursuing for various reasons, but that the remaining 245 would be taken up. Can the Portfolio Holder confirm if he has written off another 200 cases and, if so, how many are still being pursued?”

- (9) Councillor G Cowan will ask the Portfolio Holder for Housing, Health and Wellbeing, Councillor P M Beresford:

“Could the Portfolio Holder for Housing, Health and Well-being inform the Council of the percentage of new houses in Aylesham that will be offered to Aylesham people as social housing?”

9 **MOTIONS**

Motions for which notice has been given are listed on the agenda in the order in which notice was received, unless the Member giving notice states, in writing, that they propose to move it at a later meeting or withdraw it.

If a Motion set out in the agenda is not moved by the Member who gave notice thereof it shall, unless postponed by consent of the Council, be treated as withdrawn and shall not be moved without fresh notice.

A Motion must be about matters for which the Council has powers or duties or which affects the District.

- (1) In accordance with Council Procedure Rule 13, Councillor D A Sargent will move:

"This Council recognises and notes the continuing problems that many people in the District living in private rented sector accommodation face due to poor maintenance of properties and uncertainty of how long they will be able to remain in their homes because of short term tenancies.

This Council agrees to request that the government Housing Minister introduces as soon as practical more robust regulation of the Private Rental sector, to increase building maintenance standards and to encourage more responsible landlords and to seriously consider introducing some form of rent control."

- (2) In accordance with Council Procedure Rule 13, Councillor S J Jones will move:

“Council believes that bidders for Council contracts should be asked to account for their past tax record, using the standards in Procurement Policy Note 03/14, rather than the lower standards in the recent regulations. Council calls for the Council's procurement procedures to be amended to require all companies bidding for Council contracts to self-certify that they are fully tax-compliant in line with central government practice, using the standards in PPN 03/14, applying to contracts of the size specified.

Council asks the Cabinet to publicise this policy and to report on its implementation annually for the next three years.”

10 **PAY POLICY STATEMENT** (Pages 20 - 29)

To consider the attached report of the Director of Governance.

11 **COUNCIL BUDGET 2017/18 AND MEDIUM-TERM FINANCIAL PLAN 2017/18–2020/21**

To consider the report of the Director of Finance, Housing and Community.

Due to its size, the report is a supplementary paper to the main agenda.

In accordance with Council Procedure Rule 16.6 a recorded vote will be held in respect of this item.

12 **URGENT BUSINESS TIME**

To consider any other items deemed by the Chairman of the Council to be urgent in accordance with the Local Government Act 1972.

Access to Meetings and Information

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website www.dover.gov.uk. Minutes will be published on our website as soon as practicably possible after each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact Rebecca Brough, Team Leader - Democratic Support, telephone: (01304) 872304 or email: rebecca.brough@dover.gov.uk for details.

Large print copies of this agenda can be supplied on request.

MINUTES OF PROCEEDINGS

At the meeting of the Council for the District of Dover held at the Council Offices, Whitfield on Wednesday, 25 January 2017 at 6.00 pm.

Present:

Chairman: Councillor S S Chandler

Councillors:

J S Back	N Dixon	K Mills
S F Bannister	M R Eddy	K E Morris
T J Bartlett	A Friend	D P Murphy
P M Beresford	R J Frost	M J Ovenden
T A Bond	B Gardner	A S Pollitt
P M Brivio	D Hannent	G Rapley
B W Butcher	P J Hawkins	M Rose
P I Carter	P G Heath	D A Sargent
N J Collor	J M Heron	F J W Scales
M D Conolly	M J Holloway	P Walker
M I Cosin	S J Jones	P M Wallace
G Cowan	L A Keen	P A Watkins
D G Cronk	S C Manion	

Officers: Chief Executive
Director of Environment and Corporate Assets
Director of Finance, Housing and Community
Director of Governance
Team Leader – Democratic Support

56 APOLOGIES

Apologies for absence were received from Councillors B Glayzer, S Hill, N S Kenton, P S Le Chevalier, S M Le Chevalier and A F Richardson.

57 MINUTES

In respect of Minute No. 45(3) Councillor B Gardner requested that an amendment be made to the Minutes of the meeting held on 30 November 2016 to include Councillor F J W Scales' point of personal clarification in respect of the Dover Soup Kitchen.

The Minutes of the meeting held on 30 November 2016 were approved, subject to the inclusion of the point of personal clarification at Minute No. 45(3), as a correct record and signed by the Chairman.

58 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

59 ANNOUNCEMENTS

The Leader of the Council, Councillor P A Watkins, made the following announcement:

(a) East Kent Councils Merger

Members were advised that the business case for the merger of five East Kent authorities (Ashford Borough Council, Canterbury City Council, Dover District Council, Shepway District Council and Thanet District Council) had been published today and a press launch had been held prior to the Council meeting with all the respective Council Leaders in attendance. A copy of the business case would be circulated to all Members.

Four of the five authorities had agreed to precede with the merger plans while the fifth authority, Ashford Borough Council, had decided not to proceed with the merger as the economic case did not suit it.

The Council's staff had been briefed earlier that day.

The merger plans did not include proposals for an East Kent unitary authority as this was not an option at this time.

The Council currently shared services with neighbouring authorities through East Kent Services and East Kent Housing and the proposals for a new East Kent District Council would be co-terminus with police, health and education areas. Although it was not in the business case, there was a need to identify which powers could be devolved to the new authority and in turn what powers it could devolve to the parish councils.

The business case and public engagement plans would be considered by each of the four councils. For Dover District Council this would see a report going to Cabinet and Scrutiny before being considered at an Extraordinary Council meeting to be held on 22 March 2017 to approve public engagement on the merger. A final decision on whether to proceed with the merger of the four councils would be made at a meeting of the full Council in July 2017.

Due to the unprecedented nature of the announcement, the Chairman took the decision to permit the main opposition leader, Councillor M R Eddy, to respond to the Leader of the Council.

Councillor M R Eddy expressed a cautious welcome for the publication of the business case and the opportunity to study it. He questioned what services the new council would be delivering and emphasised that the business case had to demonstrate that the merger would work for all members' constituents.

(b) Councillor M Philpott and former Director of Law, Property and Administration Mrs L Cumberland

The Leader informed members of the sad news of the death of the husband of former district Councillor M Philpott and the death of the husband of former Director of Law, Property and Administration, Ms L Cumberland.

The Chairman of the Council, Councillor S S Chandler, made the following announcements:

(a) Aylesham Ward By-Election

To welcome Councillor G Cowan back to the Council following his successful election to the Council in the Aylesham Ward by-election.

(b) Death of former Councillor Arthur Clay

To announce the sad news of the death of former district Councillor Arthur Clay who had served on the Council from 1987-1991. The Chairman called upon the group leaders present to speak and they paid tribute to the service and character of Councillor Clay, highlighting his knowledge of local government and his ability as an advocate for the people of Deal.

The Council stood in silence for a minute as a mark of respect for the deaths announced.

60 LEADER'S TIME

The Leader of the Council, Councillor P A Watkins, included the following matters in his report:

- (a) The on-going discussions on the potential merger of the four East Kent Councils.
- (b) That the Portfolio Holder for Access and Licensing, Councillor N J Collor, and the Portfolio Holder for Environment, Waste and Planning, Councillor N S Kenton had met with the Local Government Association (LGA) in respect of the Motion agreed by Council in respect of litter on the A2. The LGA had agreed to take up the Council's case with the Government that the Highways Agency should be responsible for cost of clearing litter from the road and verges of the A2.
- (c) That Councillor N S Kenton had met with the local Member of Parliament (MP) to discuss the future of the former removal centre at Dover Western Heights. Due to the nature of the site it could not be disposed of in the normal way and instead would be considered as part of the Western Heights Masterplan.
- (d) The Kent and Medway Economic Partnership had discussed the siting for the 3rd Thames Crossing and the preferred route was supported by all but one MP in Kent. In respect of the HS1 route there were problems for passengers getting a seat on the train after the Ashford stop and solutions such as increasing the frequency of trains and the amount of rolling stock were discussed. The one hour journey time from Dover to London would be achieved by removing a stop in Folkestone on 1 of the 2 HS1 trains from Dover each hour.
- (e) That Hadlow College at Betteshanger had passed the first round of the ECIF grant bidding process.
- (f) That 2/3 of the work at the St James' site had been completed and the cinema structure was now going up. The piling rigs had left the site after

completing 750 piles to a depth of 22 metres and the new electricity sub-station had been connected.

- (g) That work was on-going in respect of the master planning for the area from Dover Western Docks to the Town Hall. The works on the A20 were expected to complete within the next couple of weeks.
- (h) That TAP variable speed limit works would now conclude in June 2017 not March 2017 as originally planned due to a redesign of the signage following objections from environmental groups.

The Leader of the Main Opposition Labour Group, Councillor M R Eddy, included the following matters in his report:

- (a) To welcome the news that the LGA supported the Council in respect of making Highways England pay for the clearing of waste from the road and verge of the A2.
- (b) To welcome the news of the sensitive handling of Dover Western Heights site and the progress of the St James' site.
- (c) To express concerns that needed road improvements would be delayed as a result of the objections by one of the Kent MPs to the preferred 3rd Thames Crossing route.
- (d) To welcome the news in respect of the HS1 route and the achievement of the one hour journey time to London.
- (e) To welcome the news that the variable TAP signs would be in place in June 2017.
- (f) To warn that the impact of BREXIT had yet to be felt on the local economy.

In the absence of the Leader of the Minority Opposition UK Independence Party Group, Councillor A F Richardson, no report was given.

In response, the Leader of the Council raised the following matters in his right to reply:

- (a) That BREXIT could actually benefit the local economy through the creation of new civil service and freight forwarding jobs.
- (b) That the regeneration of Dover Town Centre would be put forward to the LEP for funding as similar schemes had been successful elsewhere.

(Councillor M R Eddy made a Voluntary Announcement of Other Interests by reason of his membership of the Western Heights Preservation Society.)

61 SEAT ALLOCATION AND GROUP APPOINTMENTS

There were no changes.

62 QUESTIONS FROM THE PUBLIC

There were no questions from the public.

63 QUESTIONS FROM MEMBERS

There were no questions from Members.

64 MOTIONS

In accordance with Council Procedure Rule 13, Councillor M R Eddy gave notice of his intention to move the following Motion:

"While recognising the sterling efforts of the staff to take the East Kent University Hospitals Trust out of special measures, this Council views with serious concern the emerging proposals under the draft Sustainability and Transformation Plan to remove 300 acute beds from hospitals in East Kent. This Council firmly believes such proposals will prove detrimental to health care in this district, exacerbating the existing difficulties within the interdependent health and social services, and calls on Government to increase its funding to the NHS and to Kent County Council's social services while at least maintaining current funding to the rest of local government."

The Motion was duly seconded by Councillor S F Bannister.

It was moved as an AMENDMENT by Councillor P A Watkins:

"While recognising the sterling efforts of the staff to take the East Kent University Hospitals Trust out of special measures, this Council views with serious concern the emerging proposals under the draft Sustainability and Transformation Plan that require a reduction of 300 beds from hospitals in East Kent. This Council firmly believes such proposals will prove detrimental to health care in this district, exacerbating the existing difficulties without radically addressing the social care bed shortfall, quality community social care packages, GP manpower shortages and increased practice hours availability. Added to this list must be included additional provision of specialised housing to include intermediate care and also discretionary use of Disabled Facilities Grant. None of the changes should take place until full deployment and recruitment of specialist community nursing teams and allied professions are in place. Use of the not for profit sector services is essential to bolster the Social care sector.

This Council calls for full integration and commissioning of Health and Social provision to be accelerated and fully funded to meet the Health and Social care deficit in East Kent."

The Motion was duly seconded by Councillor F J W Scales.

Councillor M R Eddy, with the consent of his seconder, agreed to accept the amendment.

On being put to the meeting the Motion was CARRIED and it was

RESOLVED: That while recognising the sterling efforts of the staff to take the East Kent University Hospitals Trust out of special measures, this Council views with serious concern the emerging proposals under the draft Sustainability and Transformation Plan that require a reduction of 300 beds from hospitals in East Kent. This Council firmly believes such proposals will prove detrimental to health care in this district, exacerbating the existing difficulties without radically addressing the social care bed shortfall, quality community social care packages, GP manpower shortages and increased practice hours availability. Added to this list must be included additional provision of specialised housing to include intermediate care and also discretionary use of Disabled Facilities Grant. None of the changes should take place until full deployment and recruitment of specialist community nursing teams and allied professions are in place. Use of the not for profit sector services is essential to bolster the Social care sector.

This Council calls for full integration and commissioning of Health and Social provision to be accelerated and fully funded to meet the Health and Social care deficit in East Kent.

(Councillor K Mills arrived at the meeting during this item of business and immediately withdrew from the meeting for the remainder of its consideration.)

65 COUNCIL TAX BASE 2017/18

The Director of Finance, Housing and Community presented the report on the Council Tax Base 2017/18.

It was proposed by Councillor M D Conolly, duly seconded and

- RESOLVED:
- (a) That for the financial year 2017/18, the empty homes discount be reduced to 0% for Class C empty properties, and the 2nd homes discount be removed so that Council Tax will be payable in full on these properties.
 - (b) That the District's Council Tax Base for 2017/18 be approved as 37,204.40 and the tax base for the towns and parishes in the Council's administrative area be as set out in the table below:

Parish	2016/17 Tax Base - using collection rate	2017/18 Tax Base using collection rate
Alkham	298.68	306.43
Ash	1095.02	1120.04
Aylesham	1024.03	1103.18
Capel-Le-Ferne	617.71	626.51
Deal	6,477.35	6,594.87

Denton-with-Wootton	167.40	172.20
Dover	7,679.07	7,924.76
Eastry	754.48	779.46
Eythorne	771.20	775.78
Goodnestone	166.59	173.67
Great Mongeham	264.10	268.30
Guston	379.08	374.32
Hougham-Without	179.88	181.32
Langdon	226.57	227.85
Lydden	247.63	253.51
Nonington	293.91	295.17
Northbourne	264.67	269.79
Preston	257.35	302.76
Ringwould-with-Kingsdown	1,018.35	1,013.04
Ripple	149.51	150.81
River	1,481.45	1,497.88
St Margarets-at-Cliffe	1,256.81	1,283.08
Sandwich	1,875.75	1,925.51
Shepherdswell-with-Coldred	731.93	738.74
Sholden	547.05	670.64
Staple	227.89	228.32
Stourmouth	110.80	111.50
Sutton-by-Dover	296.68	305.59
Temple Ewell	640.31	639.36
Tilmanstone	151.87	153.23
Walmer	3,261.05	3,277.47
Whitfield	1,821.38	1,899.84
Wingham	664.23	672.16
Woodnesborough	415.20	442.87
Worth	436.93	444.44
Total	36,251.91	37,204.40

The manner of voting was as followed:

FOR	<u>AGAINST</u>	<u>ABSTAIN</u>
J S Back		
S F Bannister		
T J Bartlett		
P M Beresford		
T A Bond		
P M Brivio		
B W Butcher		
S S Chandler		
N J Collor		
M D Conolly		
M I Cosin		
G Cowan		
D G Cronk		
N Dixon		
M R Eddy		
A Friend		
R J Frost		

FOR
B Gardner
D Hannent
P J Hawkins
P G Heath
J M Heron
M J Holloway
S J Jones
L A Keen
S C Manion
K Mills
K E Morris
D P Murphy
M J Ovenden
A S Pollitt
G Rapley
M Rose
D A Sargent
F J W Scales
P Walker
P M Wallace
P A Watkins

AGAINST

ABSTAIN

66 ADOPTION OF A SCHEME OF ENROLMENT FOR AN HONORARY ALDERMAN

The Director of Governance presented the report on the Adoption of a Scheme of Enrolment for an Honorary Alderman or Alderwoman.

In response to concerns over the criteria and costs for the award expressed by members of the main opposition group, Councillor P A Watkins suggested that a working group of members could look into it further.

It was moved by Councillor P A Watkins, duly seconded and

- RESOLVED:
- (a) That the Council repeal the 'Policy for Long Service Awards to Elected Members of Dover District Council.
 - (b) That any Members who were eligible for the award at the time of its repeal and who haven't received an award be given the choice of receiving an award recognising their service.
 - (c) That the Council adopt the Scheme of Enrolment, including the rights and privileges, for Honorary Aldermen and Alderwomen as set out in Appendix 2.
 - (d) That on conferment of the courtesy title of Honorary Alderman or Honorary Alderwoman, the recipient be provided with a commemorative scroll and badge.

67 CALENDAR OF MEETINGS 2017/18

The Team Leader – Democratic Support presented the report on the draft Calendar of Meetings 2017/18.

Members were advised that the Chairman of the Planning Committee had raised concerns over the dates for Planning Committee being in the same week as full Council in July and October 2017 and that this was being looked into to find a workable solution.

It was moved by Councillor M R Eddy, duly seconded and

RESOLVED: That the draft Calendar of Ordinary Meetings for 2017/18 be agreed in principle subject to the Planning Committee dates in July and October 2017 being re-examined.

68 MEMBERS' ALLOWANCES SCHEME 2017/18

Councillor M D Conolly presented the report on the Members' Allowances Scheme 2017/18.

It was moved by Councillor M D Conolly that Option 2 be adopted and that the Members' Allowance Scheme 2017/18 be made at the levels of 2016/17, as set out in Appendix 2, subject to an increase in the Dependent Carers Allowance to £7.50 per hour in line with the National Living Wage from April 2017.

It was duly seconded and on being put to the meeting was

RESOLVED: That the Members' Allowance Scheme 2017/18 be made at the levels of 2016/17, as set out in Appendix 2 of the report, subject to an increase in the Dependent Carers Allowance to £7.50 per hour in line with the National Living Wage from April 2017.

69 REVIEW OF THE CONSTITUTION 2016/17

The Review of the Constitution 2016/17 was presented by the Director of Governance.

Councillor P G Heath expressed his thanks to the Director of Governance and his team for their work in producing the Review of the Constitution.

It was moved by Councillor P G Heath that the recommendations of the Governance Committee, including the amendment to item 21 of the delegations to the Head of Regeneration and Development (Council Function), with the addition of the changes circulated at the meeting to items 45 and 46 of the delegations to Head of Regeneration and Development (Council Function) be agreed as followed:

- (a) AMEND Council Function, Delegation to Head of Regeneration and Development - Item 21 (h) to now read: "(h) Powers to enter into planning obligations, to modify and discharge planning obligation and related powers."
- (b) DELETE Council Function, Delegation to Head of Regeneration and Development - Item 45 as follows:

	Column 1 Legislation	Column 2 Brief Description	Column 3 Conditions/Exclusions Limitations/Notes
72-45	Section 16(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 (c.9) as applied by section 74(3) of that Act	Power to determine applications for conservation area consent	

(c) AMEND Council Function, Delegation to Head of Regeneration and Development – Item 46 as follows:

	Column 1 Legislation	Column 2 Brief Description	Column 3 Conditions/Exclusions Limitations/Notes
46	Section 13(1) and 14(1) and (4) of the Planning (Listed Buildings and Conservation Areas) Act 1990 and regulations 3 to 6 and 13 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990 (S.I. 1990/1519) and paragraphs 8, 15 and 26 of Department of the Environment, Transport and the Regions Circular 01/01 and The Arrangements for Handling Heritage Applications – Notification to Historic England and National Amenity Societies and the Secretary of State (England) Direction 2015	Duties relating to applications for listed building consent and conservation area consent.	

It was duly seconded and

RESOLVED: (a) That that the proposed changes in the Review of the Constitution 2016, specifically relating to Part 3, Responsibility

for Functions, Section 1 (Responsibility for Local Choice Functions), Section 2 (Responsibility for Council Functions) and Section 6, Sub Section C (Scheme of Officer Delegations) that relate to Council functions be approved and incorporated into the Council's Constitution, issue no. 20.

- (b) That the proposed changes to items 21, 45 and 46 relating to Council functions in Part 3, Responsibility for Functions, Section 6, Sub Section C (Scheme of Officer Delegations) in respect of the delegations to the Head of Regeneration and Development be approved and incorporated into the Council's Constitution, issue no. 20.

70 URGENT BUSINESS TIME

The Leader of the Council, Councillor P A Watkins, made an announcement under urgent business that the Supreme Court had granted the Council the right to appeal the decision in respect of the Western Heights.

The meeting ended at 7.45 pm

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

Subject: PAY POLICY STATEMENT

Meeting and Date: Council – 1 March 2017

Report of: Director of Governance

Decision Type: Non-Key

Classification: Unrestricted

Purpose of the report: To agree a Pay Policy Statement for 2017/18

Recommendation: That the Council approves the Pay Policy Statement set out at Appendix 1 to this report prior to publication on the Council's website.

1. Summary

1.1 A Pay Policy Statement must be agreed by full Council for publication by 31 March 2017. The Pay Policy Statement sets out the main aspects of the current remuneration strategy of the Council and is prepared to comply with the requirements of the Localism Act 2011.

2. Introduction and Background

2.1 Section 38 (1) of the Localism Act 2011 came into force on 15 January 2012 and required English and Welsh local authorities to produce a Pay Policy Statement for 2012/13 and for each financial year after that. Amongst other things, the Localism Act reflected on Hutton's 2011 Review of Fair Pay in the Public Sector and introduced requirements to compare the policies on remunerating chief officers and other employees, and to set out policy on the lowest paid. The Council adopted its first Pay Policy on 7 March 2012 for 2012/13 and has each subsequent year since.

2.2 The matters that must be included in the statutory Pay Policy Statement are as follows:

- a local authority's policy on the level and elements of remuneration for each chief officer
- a requirement for the full Council to approve any salary packages for new appointments in excess of £100,000
- a local authority's policy on the remuneration of its lowest-paid employees (together with its definition of "lowest-paid employees" and its reasons for adopting that definition)
- a local authority's policy on the relationship between the remuneration of its chief officers and other officers
- a local authority's policy on other specific aspects of chief officers' remuneration: remuneration on recruitment, increases and additions to remuneration, use of performance-related pay and bonuses, termination payments, and transparency.

The reference to 'chief officer' refers to the statutory posts of Head of Paid Service, Monitoring Officer and Section 151 Officer plus non statutory posts of Director of Environment and Corporate Assets and any Deputy Chief Officers, which in our organisation includes anyone at Head of Service level or above.

2.3 With regard to the process for approval, the Pay Policy Statement:

- Must be approved formally by the full Council meeting
- Must be approved by the end of March each year
- Can be amended in year but any amendments must approved by full Council
- Must be published on the authority's website, ensuring that it is easily accessible and readily available to the public
- Must be complied with when the authority sets the terms and conditions for a chief officer

2.4 In creating the Pay Policy Statement it is necessary to have due regard to the guidance issued by the Secretary of State. On 17 February 2012, DCLG published "Openness and Accountability in Local Pay: Guidance under S40 of the Localism Act. In February 2013, DCLG published Supplementary Guidance, which this Council is also required to take into account.

2.5 The Act specifically mentions that the Pay Policy Statement may set out the authority's policies relating to other terms and conditions for chief officers and in the interest of open government there are recommendations that the Pay Policy Statement sets out as much information relating to employee terms and conditions as is practical.

2.6 The settling of terms and conditions of employment for employees is a non-executive function and responsibility for this rests with the Council within the Council's constitution. During 2016/17, as part of the fundamental review of the Conditions of Service, a new Employee Handbook and associated policies that together form the Officers' Conditions of Service were subject to consultation prior to approval by the Council's General Purposes Committee. These were adopted and came into effect on 1 January 2017.

3. **Identification of Options**

Option 1

3.1 The Council publicises a reduced version of the Pay Policy Statement that meets the minimum requirements of the Act.

Option 2

3.2 The Council publicises a version of the Pay Policy Statement that meets the requirements of the Local Government Transparency Code 2014 and Openness and Accountability in Local Pay: Guidance and Supplementary Guidance under S40 of the Localism Act, together with the requirements of s.38 of the Act.

4. **Evaluation of Options**

Option 1

- 4.1 This is not the recommended approach as it does not satisfy the spirit of transparency, neither does it address the requirement of s.40 of the Localism Act.

Option 2

- 4.2 This is the preferred option. This approach meets the recommended best practice and has been followed since 2012.

5. **Resource Implications**

- 5.1 There are no additional resource implications

6. **Corporate Implications**

- 6.1 Comment from the Section 151 Officer: The S151 Officer has been consulted during the preparation of this report and has no further comment to make. (LS)
- 6.2 Comment from the Solicitor to the Council: The Head of Legal Services has been consulted during the preparation of this report and the Pay Policy Statement and has no further comment to make.
- 6.3 Comment from the Equalities Officer: 'This report does not specifically highlight any equalities implications however, in discharging their responsibilities members are required to comply with the public sector duty as set out in section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15>

7. **Appendices**

Appendix 1 – Pay Policy Statement for 2017/18

8. **Background Papers**

The Local Government Transparency Code 2014.

Openness and Accountability in Local Pay: Guidance under S40 of the Localism Act and Supplementary Guidance issued in February 2013

Relevant Employment Policies

Contact Officer: David Randall, Director of Governance

**Dover District Council Pay Policy Statement
Financial year 2017-18**

1. Purpose

This Pay Policy Statement is provided in accordance with Section 38(1) of the Localism Act 2011 and is updated annually from April each year.

This pay policy statement sets out Dover District Council policies relating to the pay of its workforce for the financial year 2017-18, in particular:

- a) the remuneration of its Chief Officers
- b) the remuneration of its "lowest paid employees"
- c) the relationship between
 - the remuneration of its Chief Officers and
 - the remuneration of its employees who are not Chief Officers

2. Definitions

For the purpose of this pay policy the following definitions will apply: -

2.1 "Pay" in addition to salary includes charges, fees, allowances, benefits in kind, increases in/enhancements to pension entitlements, and termination payments.

2.2 "Chief Officer" refers to the following roles within Dover District Council:

- 2.2.1 Chief Executive, as Head of Paid Service*
- 2.2.2 Director of Governance & Monitoring Officer and Director of Finance, Housing & Community, as the Council's statutory Chief Officers*
- 2.2.3 Director of Environment & Corporate Assets, as non-statutory Chief Officer*
- 2.2.4 Heads of Service which refers to the following roles within Dover District Council: Head of Inward Investment, Head of Finance, Head of Leadership Support, Head of Strategic Housing, Head of Community Services, Head of Democratic Services, Head of Corporate Services, Head of Assets and Building Control, Head of Regulatory Services, Waste Services Manager, Head of Regeneration and Development, Head of Museums & Tourism, Head of Legal Services, and the Solicitor to the Council.

The Officers identified at paragraphs 2.2.1 to 2.2.4 report directly to the Head of Paid Service or are directly accountable to a statutory or non-statutory Chief Officer in respect of all or most of their duties

- 2.2.5 The Head of East Kent Audit Partnership who is employed by this Council and reports to a statutory Chief Officer of this Council provides the Internal Audit service to this Council and Canterbury City Council, Shepway District Council and Thanet District Council.

2.2.6 The Director of EK Shared Services has been appointed as the Director of Collaborative Services by the East Kent Services Committee. This is a member committee and the Director of EK Shared Services reports directly to this committee. The Director is responsible for provision of the HR service to this Council and Canterbury City Council and Thanet District Council.

* Members of the Council's Corporate Management Team (CMT)

2.3 "Lowest paid employees" refers to those staff employed within Band L, which is the lowest grade level of the Council's pay framework, Job Evaluation System (JESS).

No staff are governed by National consultation groups.

2.4 "Employee who is not a Chief Officer" refers to all staff that are not covered under the "Chief Officer" group above. This includes the "lowest paid employees" i.e. staff on Band L.

3. Pay framework and remuneration levels

3.1 General approach

Remuneration at all levels needs to be adequate to secure and retain high-quality employees dedicated to fulfilling the council's business objectives and delivering services to the public. This has to be balanced by ensuring remuneration is not unnecessarily excessive. This council has responsibility for balancing these factors, to manage its own unique challenges and opportunities, and in doing so, to retain flexibility to cope with various circumstances that may arise that might necessitate the use of honoraria and market supplements or other such mechanisms for individual categories of posts where appropriate.

3.2 Responsibility for decisions on remuneration

It is essential for good governance that decisions on pay and reward packages for chief executives and chief officers are made in an open, transparent and accountable way and that there is a verified and accountable process for recommending the levels of top salaries.

Pay for all employees is determined by the Joint Negotiation Forum (JNF), which comprises members of Corporate Management Team and the recognised Trades Unions and is approved by General Purposes Committee. The General Purposes Committee comprises elected Councillors, is politically balanced and has responsibility for local terms and conditions of employment for staff within the Dover District Council's pay framework.

The Council's pay framework was implemented with effect from 1 April 2009 and is based on the job evaluation methodology, JESS, which although a universal system, has been developed with local authorities in mind. It is a factor-based, analytical scheme designed to evaluate all jobs within an organisation, from Chief Executive and Directors of Service to the most junior positions, including manual workers and apprentices. The system is of the type recommended by the Equality and Human Rights Commission. The system is used throughout different sectors of the UK

employment market and has a clear link to pay because of the strong correlation between job weight and pay throughout the wider UK economy.

The Council's JNF will consider matters relating to conditions of employment and other matters of common concern in order to reach understanding and agreement. It is a forum for communication, consultation and negotiation.

For the purpose of the Council's Collective Bargaining Agreement, negotiation is the process of discussion between DDC and the Trade Unions with a view to reaching agreement and avoiding disputes. Consultation is the process by which management and the Unions consider and discuss issues of mutual concern.

The Head of Paid Service will seek independent advice on market positioning regarding pay and the JNF will provide the structure for negotiation and for settlement of pay and conditions of service in the light of locally agreed decisions. The recognised trades unions may either consider and respond directly and/or after seeking their own independent advice.

The purpose of the JNF will be, inter alia, to negotiate on matters, which are incorporated into the contract of employment, including the defined procedures of the Conditions of Service.

3.3 Salary grades and grading framework

There are 12 grades (Bands A-L) in the pay framework, grade L being the lowest and grade A the highest. Each employee will be on one of the 12 grades based on the job evaluation of their role via a consistent job evaluation process. Employees can progress to the salary range maximum of their grade subject to incremental progression based on satisfactory performance determined through the Council's performance appraisal process. Officers will advance at the rate of one increment per year, subject to satisfactory performance, until the maximum of their Band is reached, with effect from 1 April, subject to the Officer having been in post prior to 1 October in the preceding year.

The Head of Paid Service, either acting alone or at the request of the Chief Officers, who are members of Corporate Management Team may, in exceptional circumstances, award accelerated incremental advancement within a Band in consultation with East Kent Human Resources Partnership.

Pay awards are considered annually for all staff through the Joint Negotiation Forum in negotiation with the recognised local Trades Unions.

There was a 1.25% annual pay award to all staff from 1 April 2016. This was approved by the Council's General Purposes Committee.

4. Remuneration – level and element

4.1 Salaries

4.1.1 "Chief Officers" who are identified in paragraph 2.2 above are paid within the Council's pay framework, which applies to all other employees.

The annual pay review for these Chief Officers, as well as all other officers is considered by the Joint Negotiation Forum each year. To support the annual review,

the Head of Paid Service will seek independent advice on market positioning regarding pay and the JNF will provide the structure for negotiation and for settlement of pay and conditions of service in the light of locally agreed decisions. The recognised trades unions may consider and respond directly and/or after seeking their own independent advice.

These Chief Officers have received the same percentage pay award as other managers and staff groups within the Council in each year since implementation of the local pay framework.

4.1.2 "Chief Officers" who are members of the Corporate Management Team

For this group of Chief Officers remuneration on appointment may also have regard to the relative size and challenge of the role compared to other Chief Officer roles within the Council. Account is also taken of other relevant available information, including the salaries of Chief Officers in other similar sized organisations.

The full Council will approve remuneration packages for new appointments in excess of £100k (incl. Salary, fees, allowances, benefits in kind etc.). The only post paid over £100,000 is that of the Chief Executive.

Details of chief officers' remuneration is published on the Council's website which can be found at www.dover.gov.uk

4.2 "Lowest paid employees"

Each "lowest paid employee" is paid within the salary range for Band L and all salaries in this band are paid above the national living wage.

4.3 Bonuses

There is no provision for bonus payments for the "lowest paid employees" or for "employees who are not Chief Officers" or for "Chief Officers".

Honoraria - Any Officer who, for any reason other than the annual leave of another Officer, is called upon at the request of a Chief Officer to undertake either the full or part duties of a higher graded post for a continuous period of at least four weeks, may be paid the salary or part salary of the higher graded post. The size of the award paid to employee(s) should be commensurate with the work being rewarded. This is controlled through the Employment Management and Job Evaluation Scheme.

Market Supplements may be awarded from time to time where there is proven evidence that a role, at any grade, is difficult to recruit to, or where the retention of the incumbent provides greater value for money than re-recruitment to the role. Any payment that is made will be appropriately benchmarked against the market and reviewed on a defined basis, usually of no more than one year.

4.4 Other pay elements

"Chief Officers" are subject to the same incremental progression as the "lowest paid employees" and "employees who are not Chief Officers".

All employees receive incremental progression until the top of their grade is reached, subject to satisfactory performance being achieved.

4.5 Charges, fees or allowances

Any allowance or other payments will only be made to staff in connection with their role or the patterns of hours they work and must be in accordance with the Council's Collective Bargaining Agreement and Conditions of Service. These policies include:

Maternity, Paternity and Adoption Pay: Employees with more than one year's service are entitled to Occupational Maternity, Paternity or Adoption Pay in addition to any statutory entitlements in recognition of the Council's desire to be an employer of choice and the importance of work / life balance. The Occupational element is payable regardless of grade.

Subsistence Allowance: The Council is committed to avoiding unnecessary expenditure incurred through attending business activities outside the workplace, but recognises that on occasion it is appropriate to recompense employees for carrying out their duties elsewhere. All employees regardless of grade are eligible to claim reasonable expenses to enable them to carry out their role outside of their usual workplace.

Mileage Allowance: Employees below the level of Chief Officers who are not members of Corporate Management Team and not in receipt of either a lease car or cash for car allowance are eligible to claim reimbursement for necessary business mileage at the current HMRC rates for the first 1200 miles in a financial year. A rate at 1.5 x the HMRC rate is payable for mileage over 1200 miles. Mileage rates paid to lease car/cash for car recipients are at zero rate for the first 1000 miles claimed. The current relevant HMRC rate for lease cars is payable for mileage from 1001 upwards. Chief Officers who are members of Corporate Management Team are reimbursed for business mileage through the payment of an annual lump sum.

Professional Subscriptions: All Officers at Band F or higher are eligible to claim reimbursement of one professional subscription in relation to their job or work.

Shift Allowances: Shift allowances are paid to various job holders, excluding Chief Officers, in order to compensate employees whose attendance at work is routinely alternated to meet the job requirement.

Disturbance Allowance: A payment may be paid to any Officer, regardless of grade, for a defined period where that Officer incurs additional personal expense if their work location has been changed at the request of the Council.

Elections: The Returning Officer has the overall responsibility for the conduct of elections. The Returning Officer is an officer of the Council who is appointed under the Representation of the People Act 1983. Although appointed by the Council, the role of Returning Officer is one of a personal nature and is separate and distinct from their duties as an employee of the Council. Dover District Council has adopted the Kent scale of fees for local elections as outlined in para 36(4) of the Representation of the People Act 1983. Fees for the conduct of national elections (i.e. European, Parliamentary and Police Commissioner) are set by Central Government.

4.6 Performance related pay

The Council does not operate a system of performance related pay at this time. All employees, including the lowest paid and Chief Officers move through their salary banding through incremental progression, subject to satisfactory performance.

.4.7 Benefits in kind

Cash for Car Allowance or Lease Car: Following implementation of the Council's Job Evaluation Scheme in April 2009, car allowances were retained but paid only to officers in Bands A – E, i.e. from the Chief Executive to Heads of Service and some Service Managers. In making this part of the employment package, consideration was given to market data, which suggested that employees in comparable posts throughout the employment market were entitled to car allowances. The levels of allowance were determined by researching Croner Reward data on average car allowances for senior managers of comparable rank in medium sized companies (annual turnover between £5m - £50m). The amount is non-pensionable pay, which does not incur additional financial pressure to the Council.

Benenden Health Care: All Officers are eligible to join Benenden Health Care, a mutual health provider, which is paid for by the Council in order to support the health and wellbeing of its employees.

Post-Entry Training: The Council will pay for the training of any Officer undertaking work related training or qualifications, subject to management approval, on the condition that the Officer pays back the funding should they leave the Council's employment within two years of completing the training.

Eye Tests: The Council will pay for any Officer to undergo an eye test, when requested by that Officer, in order to comply with its duties under the Display Screen Equipment regulations and to promote the health and wellbeing of its employees.

4.8 Pension

All employees as a result of their employment are eligible to join the Local Government Pension Scheme. The law on work place pension schemes has changed. UK employers have to automatically enroll their staff into a workplace pension if they meet certain criteria. We have a compliant scheme for automatic enrolment in place, our systems are ready and all staff have been informed.

During 2014, this Council adopted its Pensions Discretion Policy Statement, required under the Local Government Pension Scheme Regulations 2013.

The Council's Schedule of Employer Policy Decisions is published on its website.

4.9 Severance Payments

The Council publishes its policy on discretionary payments on early termination of employment as well as the policy on increasing an employee's total pension scheme membership and on awarding additional pension. Details can be found in the Council's statement of accounts and is available on the website and within the Council policies in respect of:

- early retirement
- flexible retirement
- employment stability

These policies are available to staff on the Council's intranet and to the public on request.

The full Council will approve severance packages in excess of £100k. The Council in considering a package over £100k will be provided with the components of relevant severance packages. This will include salary paid in lieu, redundancy compensation, pension entitlement, holiday pay and any fees, allowances or benefits in kind paid.

It is important that the Council has the flexibility to respond to unforeseen circumstances with regards re-employing former employees. If we re-employ a previous employee who received a redundancy or severance package on leaving, or if that person returns on a 'contract for services', or if they are in receipt of a Local Government Pension (with the same or another local authority), then our policy is to leave a minimum period of four weeks between the periods of employment. The post will then be considered through the Employment Management process.

4.10 New starters joining the Council

Employees who are new to the Council will normally be appointed to the first point of the salary range for their grade. Where the candidate's current employment package would make the first point of the salary range unattractive (and this can be demonstrated by the applicant in relation to current earnings) or where the employee already operates at a level commensurate with a higher salary, a higher salary may be considered by the recruiting manager. This will be within the salary range for the grade. The candidate's level of skill and experience should be consistent with that of other employees in a similar position on the salary range.

In professions where there is a particular skills shortage, as a temporary arrangement, it may be necessary to consider a market premium to attract high quality applicants. With all salaries, there can be scope for negotiation over the exact starting salary at the point of job offer, and a range of factors will be considered. The final decision as regards any discretion lies with the Head of Paid Service or Director of Governance in consultation with the East Kent HR Partnership.

5. Relationship between remuneration of "Chief Officers" and "employees who are not Chief Officers"

5.1 Salary Grades

5.1.1 The lowest paid grade for Dover District Council is grade L of the JESS scale. The pay range for grade L is currently £15,675 to £16,086 per annum. The highest paid post is that of Chief Executive with a pay scale of £105,294 to £119,148 per annum plus non pensionable pay of £12,706, as a car allowance of £10,000 per annum and a fuel allowance of £2,706 per annum.

5.2 Pay multiples.

5.2.1 The ratio between highest pay scale and the median average pay scale of whole authority's workforce is 4.86:1 at the mid pay point on the respective scales.

5.2.2 The ratio between highest pay scale and the lowest paid scale is 6.7:1 at the minimum pay point and 7.4:1 at highest pay point on the respective scales.

5.2.3 The Council does not have a specific policy on pay ratios between the highest and lowest graded points.

March 2017