

Public Document Pack



TRAFFORD COUNCIL

Tuesday, 15 March 2016

Trafford Town Hall
Talbot Road
Stretford
M32 0TH

Dear Councillor,

Your attendance is requested at a meeting of the Council of the Borough of Trafford on **WEDNESDAY, 23 MARCH 2016, at 7.00 P.M.** in the **COUNCIL CHAMBER, TRAFFORD TOWN HALL, TALBOT ROAD, STRETFORD**, for the transaction of the business set out below:

- | | Pages |
|--|--------------|
| 1. Minutes | |
| To approve as a correct record the Minutes of the Meeting of the Council held on 17 February 2016 for signature by the Mayor as Chairman. | 1 - 8 |
| 2. Announcements | |
| To receive any announcements from the Mayor, Leader of the Council, Members of the Executive, Chairmen of Scrutiny Committees and the Head of Paid Service. | |
| 3. Questions By Members | |
| This is an opportunity for Members of Council to ask the Mayor, Members of the Executive or the Chairman of any Committee or Sub-Committee a question on notice under Procedure Rule 10.2. | |
| 4. Trafford Council's Pay Policy Statement for 2016/17 | |
| To consider a report of the Acting Director of Human Resources following a referral from Employment Committee on 7 March 2016. | 9 - 16 |

5. Motions

To consider the following motions submitted in accordance with Procedure Rule 11:

(a) Motion Submitted by the Conservative Group - Northern Rail Franchise

To consider the following Motion deferred from the Council meeting held on 20 January 2015:

This Council welcomes the Government's announcement on 9 December 2015 that the new Northern and TransPennine Express Franchises have been awarded, in a massive boost to rail services bringing the Northern Powerhouse to life.

Council further welcomes the news that the franchises will make a real difference to passengers bringing benefits including:

- The introduction of 500 brand new carriages
- Removal of the outdated and unpopular Pacer trains across the North
- Space for over 40,000 more passengers at the busiest of times
- Thousands of extra services a week
- Roll out of free Wi-Fi on trains and at stations
- Over £55 million invested in station improvements, including new ticket machines and the introduction of staffing at 45 currently unstaffed stations
- Improving compensation arrangements, including automatic compensation for delays for registered season and advanced purchase tickets.

The Council is pleased by the decision that the franchises will be jointly managed in the North, from Leeds, by the Department for Transport and Rail North Limited - which represents 29 Local Authorities across the North. This shows the Government's continued commitment to devolution and to closing the economic gap between the North and South. The new franchises are expected to create jobs, opportunity and growth and – coupled with electrifying the vital trans-Pennine route – will help our region realise its full economic potential by ensuring it has a modern, 21st Century transport system.

Council notes that the award of the new rail franchises has been roundly welcomed by business organisations and others including the Confederation of British Industry, Manchester Airport and UK Trade and Investment as well as by the Institute for Public Policy Research North.

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Council therefore fully supports the award of the rail franchises and resolves to continue to make the case for the provision of a world class rail service across the North and the contribution this can make to rebalancing the UK economy, with Greater Manchester at the heart of a Northern Powerhouse.

(b) Motion Submitted by the Conservative Group - Enhancing Social Mobility

The Council recognises and applauds the work done by Council staff and the teaching profession, across a number of areas, which has resulted in Trafford being ranked, nationally, as the 20th best performing Local Authority in the recently published report by the Social Mobility and Child Poverty Commission. Whilst the focus is often on the very high educational achievements of Trafford schoolchildren and young people, this significant national position clearly shows that Trafford is also an excellent place for promoting social mobility, encouraging all disadvantaged children and young people to fulfil their potential through our truly comprehensive educational offer.

The Social Mobility Index, which forms the basis for the ranking of Local Authorities, is based on comparing the chance that a child from a disadvantaged background will do well at school and then will go on to secure a good job, thus escaping from poverty. For many years, Trafford has prided itself in having both an excellent education offer, in its widest sense, and an impressive economic environment which then provides a whole range of high quality job opportunities, at the heart of the Northern Powerhouse.

The Council further recognises that our success in enabling all Trafford children to fulfil their potential is built upon the quality of our total educational offer, with 93.5% of pupils attending 'good or better' schools and 56.2% attending 'outstanding' schools. The Council is pleased to note that non-Grammar Schools in Trafford perform at a level above the national average and so Trafford's high ranking in the Social Mobility Index demonstrates that social mobility is positively enhanced through both the selective education system and this Council's continued investment in economic growth activity.

Consequently, this Council supports

- (i) Trafford's role at the heart of the Conservative Government's Northern Powerhouse; and
- (ii) our Grammar and High school system

both of which are driving increased social mobility and world class opportunity for all children in our borough.

(c) Motion Submitted by the Conservative Group - Trafford's Economy

The Council welcomes the achievements in the improvement in the local economy over the last five years, and the significant amount of investment secured from major development schemes. The Council also recognises the work of the Economic Growth, Environment and Infrastructure Directorate (EGEI) in supporting jobs and business growth, and this Conservative administration's continued focus on ensuring that Trafford is recognised regionally, nationally and internationally as open for business, is a great location to invest in and is able to attract inward investment.

The Council notes:

1. From 2010-2015 the number of residents in employment increased by over 6%, compared to 3% in Greater Manchester.
2. Number of jobs grew by 9% to 139,000, 5% points higher than Greater Manchester.
3. Those with NVQ level 4 and above increased by 19%, compared to 14% in Greater Manchester between 2010-2015.
4. Those on main out of work benefits fell by 29% from 2010-2015.
5. GVA increased from £6.3 billion to £6.8 billion over the last five years.
6. About £1 billion in inward investment in the borough from a range of development projects including Saica Paper Mill, Carrington Power Station, Hotel Football, Altrincham Hospital, Altrincham Interchange and White City Retail Park.
7. In 2014/2015 EGEI handled over 240 business enquiries (referring 70% for additional support), awarded c£110,000 through the Town Centres Loan scheme to lever c£750,000 of business investment, and supported 100 residents into employment through the Trafford Pledge.
8. The success of Altrincham Forward in rejuvenating the Town Centre.

Therefore, the Council recognises that Trafford's economy is robust, has performed well over the last five years and plays a vital role in the economic growth of Greater Manchester.

(d) Motion Submitted by the Labour Group - Housing Benefit Payments

This Council is disappointed in the Government decision to limit housing benefit payments to new residents of supported housing from April 2017. This includes the 1550 Sheltered and Extra Care homes and the 143 units of supported accommodation in Trafford. This Council understands that no housing providers will build the much

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needed extra homes for older people in the borough if this policy is enacted and the ability for this Council to meet its aspirations in the future of allowing older people to live safe and well at home is at risk.

This Council understands that the risks to current and future homes cannot be managed by discretionary housing payments. This Council therefore commits to writing to the Chancellor of Exchequer, George Osborne, to argue for him to immediately exempt supported accommodation (including that for older people) from the new housing benefit regulations. This will allow certainty for housing providers to be able to manage current homes and to develop future schemes to benefit the residents of this borough.

(e) Motion Submitted by the Labour Group - Road Safety

In light of the large number of complaints raised by residents regarding the state and safety of Trafford's roads, this Council reaffirms its commitment to making Trafford's streets as safe as possible. To this end, the Council will revisit the promises it made in July 2013 and, working with Amey where necessary, will, by the end of April 2016:

- present a report regarding the timescales involved for the completion of works relating to the following:
 - all identified traffic calming, road safety measures and casualty reduction schemes;
 - all required parking restrictions and car parking schemes
 - all necessary road and pavement repairs
- The Council will, as promised in July 2013, draw up a list of residential roads and roads near schools which will benefit from 20 mph speed limits and will now commit to taking action on this within 6 months.

This Council recognises that the safety of residents using Trafford's roads, pavements and pathways is a priority and as such will resolve to ensure that any outstanding works are completed within as short a timeframe as possible.

(f) Motion Submitted by the Labour Group - Public Participation at Council Meetings

This Council believes that it is crucially important that all the residents of Trafford play a full part in the democracy of Local Government and the decision making process.

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Council further notes that in many other Local Authorities across the country, such as Cheshire East, the active participation of residents is encouraged by allowing them to speak at full Council and other designated meetings.

It is therefore proposed that this right is extended to Trafford citizens, based on certain agreed principles and conditions. These are broadly based on the Cheshire East model, which enables members of the public to make statements and ask questions at Council meetings, excluding Planning, Licencing and Scrutiny.

Under these guidelines:

- A total period of 15 minutes is allocated for members of the public to speak at Council meetings.
- A total period of 10 minutes will be allocated for members of the public to speak at meetings of the Executive, committees and sub-committees.
- Members of the public may speak on any matter relating to the work of the Council.
- Members of the public will normally be allowed up to 5 minutes each to speak, but the Mayor or Chair will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers.
- Where a member of the public wishes to ask a question of an Executive member, or of the Chair of a committee or sub-committee, at least 3 clear working days' notice must be given in writing to Democratic Services, in order that an informed answer may be given.

Council are therefore asked to agree these broad proposals, and ask Officers to set up procedures in the near future for the implementation of this initiative, which will encourage active public participation.

Yours sincerely,



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THERESA GRANT
Chief Executive

Membership of the Council

Councillors J. Holden (Mayor), J. Lloyd (Deputy Mayor), D. Acton, S. Adshead, S.B. Anstee, S.K. Anstee, Dr. K. Barclay, J. Baugh, J. Bennett, Miss L. Blackburn, R. Bowker, C. Boyes, Mrs. A. Bruer-Morris, Mrs. J.E. Brophy, B. Brotherton, D. Bunting, D. Butt, C. Candish, K. Carter, M. Cawdrey, R. Chilton, M. Cordingley, M. Cornes, J. Coupe, L. Dagnall, Mrs. P. Dixon, A. Duffield, Mrs. L. Evans, N. Evans, T. Fishwick, M. Freeman, P. Gratrix, J. Harding, D. Hopps, M. Hyman, C. Hynes, D. Jarman, P. Lally, J. Lamb, E. Malik, A. Mitchell, P. Myers, D. O'Sullivan, I. Platt, K. Procter, J.R. Reilly, Mrs J. Reilly, B. Rigby, T. Ross, M. Sephton, B. Sharp, B. Shaw, J. Smith, E.W. Stennett, S. Taylor, L. Walsh, Mrs. V. Ward, A. Western, D. Western, M. Whetton, A. Williams, M. Young and Mrs. P. Young

Further Information

For help, advice and information about this meeting please contact:

Ian Cockill, Democratic Services Officer

Tel: 0161 912 1387

Email: ian.cockill@trafford.gov.uk

This Summons was issued on **Tuesday, 15 March 2016** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford M32 0TH

Any person wishing to photograph, film or audio-record a public meeting is requested to inform Democratic Services in order that necessary arrangements can be made for the meeting.

Please contact the Democratic Services Officer 48 hours in advance of the meeting if you intend to do this or have any queries.

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TRAFFORD BOROUGH COUNCIL

17 FEBRUARY 2016

PRESENT

The Worshipful the Mayor (Councillor John Holden), in the Chair.

J. Lloyd	R. Chilton	A. Mitchell
D. Acton	M. Cordingley	P. Myers
S. Adshead	M. Cornes	D. O'Sullivan
S.B. Anstee	J. Coupe	K. Procter
S.K. Anstee	Mrs. P. Dixon	J.R. Reilly
Dr. K. Barclay	A. Duffield	Mrs J. Reilly
J. Baugh	Mrs. L. Evans	B. Rigby
J. Bennett	N. Evans	T. Ross
Miss L. Blackburn	T. Fishwick	M. Sephton
R. Bowker	M. Freeman	B. Sharp
C. Boyes	P. Gratrix	B. Shaw
Mrs. A. Bruer-Morris	J. Harding	E.W. Stennett
Mrs. J.E. Brophy	D. Hopps	Mrs. V. Ward
B. Brotherton	M. Hyman	A. Western
D. Bunting	C. Hynes	D. Western
D. Butt	D. Jarman	M. Whetton
C. Candish	P. Lally	A. Williams
K. Carter	J. Lamb	M. Young
M. Cawdrey	E. Malik	Mrs. P. Young

In attendance

Chief Executive	Ms. T. Grant
Deputy Chief Executive and Corporate Director Economic Growth, Environment and Infrastructure	Mrs. H. Jones
Corporate Director Resources	Ms. J. Hyde
Interim Corporate Director Children, Families and Wellbeing	Ms. J. Colbert
Director of Finance	Mr. I. Duncan
Director of Legal and Democratic Services	Ms. J. Le Fevre
Chief Finance Officer	Ms. N. Bishop
Acting Director of Human Resources	Ms. L. Hooley
Interim Head of Financial Management	Mr. G. Bentley
Democratic and Performance Services Manager	Mr. P. Forrester
Public Relations Manager	Mrs. K. Dooley
Senior Democratic and Scrutiny Officer	Mr. I. Cockill

APOLOGIES

Apologies for absence were received from Councillors L. Dagnall, I. Platt, J. Smith, S. Taylor and L. Walsh.

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68. MINUTES

That the Minutes of the Meeting of the Council held on 20 January 2016, be approved as a correct record and signed by the Chairman.

69. ANNOUNCEMENTS

Health Scrutiny Committee Update

Councillor Lloyd, Chairman of Health Scrutiny Committee provided an update on the Committee's emphasis since the last meeting of Council which included:

- Care Quality Commission inspection of the University Hospital of South Manchester NHS Foundation Trust (UHSM) in January 2016 and inspection of Greater Manchester West in March 2016.
- Health Scrutiny Committee visit to the Trafford Care Coordination Centre (TCCC) in Sale on 22 January 2016. The Committee were given a short presentation on the vision behind the TCCC before being shown around and informed of the work that had already been conducted. In the week that it had been operational the TCCC had already made 35 interventions on patient's behalf.
- Downgrading of Trafford General. The Joint Health Scrutiny Committee between Trafford and Manchester met on 2 February 2016 and made its position clear regarding concerns about changes to the Urgent Care Centre at Trafford General before the new Emergency Department opened at UHSM.
- Dignity in Care and Hospital Discharges. The Health Scrutiny Committee had recently conducted a follow up to its 2013 Dignity in Care report. The Committee's Task and Finish Group had also completed its investigation into delays in discharges at Wythenshawe Hospital. The Chairman thanked Members for their work and indicated that reports on each area would be produced by the end of the municipal year.

70. QUESTIONS BY MEMBERS

The Mayor reported that no questions had been received under Procedure Rule 10.2.

71. DESIGNATION OF SECTION 151 OFFICER

The Director of Legal and Democratic Services submitted a report on the designation of the Council's Section 151 Officer.

RESOLVED:

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- (1) That, with effect from 1 March 2016, the post of Chief Finance Officer be designated as the Council's Statutory 151 Officer and that the scheme of delegation be amended so that the Chief Finance Officer be authorised to perform all financial duties previously the responsibility of the post of Director of Finance.
- (2) That the Director of Legal and Democratic Services be authorised to make the necessary amendments to the constitution.

72. BUDGET 2016/17

(Note: PROCEDURAL ARRANGEMENTS - In respect of the main item of business on the agenda, the Mayor announced that the Leader of the Council (or his nominee) would have a maximum of 15 minutes to make the initial speech and a further maximum of 15 minutes to finish the debate. The Leaders of the Labour and Liberal Democrat Groups (or their respective nominees) would each have a maximum of 15 minutes to make their initial speeches and a further maximum of 5 minutes to wind up on behalf of their respective Groups. The Mayor also outlined the approach for dealing with amendments, should any be made to the main motion, and indicated that the mover of an amendment would have 5 minutes, whilst the time for all other speeches would be restricted to 3 minutes.)

The Executive Member for Finance presented a number of reports setting out the proposed budget for the forthcoming year, together with the recommendations from the Executive meeting held earlier that evening.

It was moved and seconded that the Executive's recommendations for the budget, circulated to Members at the meeting, be approved.

Councillors Ross and Bowker responded to the Motion on behalf of the Labour and Liberal Democrat Groups respectively, after which the budget proposals were then debated by the Council.

In accordance with procedures agreed at the outset of the debate, the Political Group Leaders summarised the essential views of their respective group and responded to some of the issues that had arisen from the debate.

The Motion was then put to a recorded vote, in accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014. The result was as follows:

Those in favour of the Motion: Councillors S.A. Anstee, S.K. Anstee, Dr. Barclay, Miss Blackburn, Bowker, Boyes, Mrs. Brophy, Mrs. Bruer-Morris, Bunting, Butt, Candish, Cawdrey, Chilton, Cornes, Coupe, Mrs. Dixon, Mrs. Evans, N. Evans, Fishwick, Hopps, Hyman, Lally, Lamb, Mitchell, Myers, J.R. Reilly, Mrs. Reilly, Rigby, Sephton, Sharp, Shaw, Mrs. Ward, Whetton, Williams, M. Young and Mrs. Young.

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Those against the Motion: Councillors Acton, Adshead, Baugh, Bennett, Brotherton, Carter, Cordingley, Duffield, Freeman, Gratrix, Harding, Hynes, Jarman, Lloyd, Malik, O'Sullivan, Procter, Ross, Stennett, A. Western and D. Western.

With the result of the vote being 36 in favour and 21 against, with 0 abstentions, the Motion was declared carried.

RESOLVED –

- (A) That the Council approves:
- (1) The net Revenue Budget for 2016/17 at £147.320 million, a decrease of £(1.594) million, or (1.1)%, when compared to the 2015/16 base budget of £148.914 million.
 - (2) The calculation of the Council Tax Requirement as detailed in Section 9 of the budget proposals report and summarised in the Appendix A of the Executive's recommendations circulated at the meeting.
 - (3) The formal Council Tax Resolution, as required under statute and set out in (D) below.
 - (4) That the Council Tax level for Trafford related services in 2016/17 be increased by 2% in respect of the social care "precept" (valuation bands are detailed at Annex D of the budget report).
 - (5) No further increase in the general level of Council Tax over and above the social care precept.
 - (6) The Fees and Charges for 2015/16, as set out in the booklet available on the Council's web site, including specifically:
 - delegation of authority to each Corporate Director, in consultation with the Chief Finance Officer, to amend fees and charges during 2016/17 in the event of any change in the rate of VAT, as appropriate.
 - delegation to the Corporate Director Economic Growth, Environment and Infrastructure, in consultation with the Chief Finance Officer to amend fees and charges in line with commercial negotiations with Amey under the One Trafford Partnership contract.
 - (7) That the minimum level of General Reserve for 2016/17 be set at £6 million, the same as in 2015/16, Section 6 of the budget proposals report.
 - (8) The overall Capital Investment Programme level of £90.7 million (as detailed in the Capital Investment Programme and Prudential Indicators 2016/19 report) of which £43.7 million relates to 2016/17 and the Prudential Indicators as set out in the report.

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- (9) The Treasury Management Strategy 2016/17 - 2018/19 and specifically:
- the policy on debt strategy for 2016/17 to 2018/19 as set out in section 3 of the report and in the addendum report.
 - the investment strategy for 2016/17 to 2018/19 as set out in section 5 of the report and in the addendum report;
 - the Prudential Indicators and limits including the Authorised Limit (as required by section 3(1) of the Local Government Act 2003), Operational Boundary, Minimum Revenue Provision Statement and the Investment criteria as detailed in Appendix 3 of the report and in the addendum report.
- (10) The distribution of Dedicated Schools Grant as recommended by the School Funding Forum and Executive as summarised in Section 7 and detailed in Annex E of the budget proposals report.
- (B) That, in approving the above, it is noted that the Council has taken into consideration:
- (1) The objective assessment by the Director of Finance of the robustness of budget estimates and adequacy of the General Reserve (Section 5 and Annex I of the budget proposals report).
 - (2) The Executive's response to the Scrutiny Committee's recommendations to the budget proposals, submitted to the Executive meeting held on 17 February 2016.
 - (3) The detailed report on the outcomes of the Staff and Trade Union Consultation which were submitted to Employment Committee on 18 January 2016.
 - (4) The Equality Impact Assessments in relation to the budget proposals and the Public Sector Equality duty.
 - (5) The comments of the Director of Finance in paragraphs 5.4 to 5.7 of the budget proposals report regarding Council Tax.
- (C) That in addition, the Council notes the following:
- (1) The approval on 19 January 2016 under delegated powers by the Director of Finance of the Council Tax Base for 2016/17 at 73,844 Band D equivalents. Along with the calculation of the estimated Council Tax surplus, sufficient to release £(300) thousand to support the Council's 2016/2017 revenue budget and a distribution of £(41.3) thousand and £(15.6) thousand representing the respective shares of the Greater Manchester Police and Crime Commissioner and Greater Manchester Fire and Rescue Authority.

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- (2) That the Capital Investment Programme for 2017/18 and 2018/19 is to be set at an indicative £26.9 million and £20.1 million respectively.
- (3) The Treasury Management Strategy 2016/19.
- (4) The base budget assumptions as set out in the Medium Term Financial Outlook as detailed in Annex A of the budget proposals report.
- (5) That final decisions with regard to some services will not be taken until March 2016. As a result, the allocation of resources set out on pages 65-70 of the budget proposals report may vary, including the use of reserves and reports will be presented at the appropriate time.
- (6) The outcomes of the public consultation included in the budget proposals report.
- (D) That, as referred to in A3 above, the Council calculates the formal Council Tax Resolution as follows:
1. It be noted that on 19 January 2016 the Council calculated:
 - (a) the Council Tax Base 2016/17 for the whole Council area as 73,844 [Item T in the formula in Section 31B(3) of the Local Government Finance Act 1992, as amended (the "Act")] and;
 - (b) 1,555 for dwellings in the Parish of Partington to which Parish Precepts relates.
 2. That the Council approve the Council Tax Requirement for the Council's own purposes for 2016/17 (excluding Parish precepts) is £83,246,556.
 3. That the Council agrees the calculation of the Aggregate Amounts for the year 2016/17 in accordance with Sections 31 to 36 of the Act:
 - (a) £424,154,784 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
 - (b) £340,842,140 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - (c) £83,312,644 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31A(4) of the Act).

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- (d) £1,128.22 being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- (e) £66,088 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act, as detailed below:

PARISH COUNCIL PRECEPT

Parish/Town Council	2015/16			2016/17			Council Tax Increase
	Tax Base	Precepts £	Council Band D (£)	Tax Base	Precepts £	Council Tax Band D (£)	
Partington	1,422	60,435	42.50	1,555	66,088	42.50	0.0%
TOTAL / AVERAGE	1,422	60,435	42.50	1,555	66,088	42.50	0.0%

- (f) £1,127.33 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
- (g) £1,169.83 Parish of Partington being the amounts given by adding to the amount at 3(f) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned at 3(e) above divided by the amount at 1(b) above, calculated by the Council, in accordance with section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate.
4. That the Council Tax set by Trafford Council includes a 2.0% increase to be spent exclusively on supporting the delivery of adult social care services.
 5. That it be noted that for the year 2016/17 the Office of the Police and Crime Commissioner for Greater Manchester and Greater Manchester Fire and Rescue Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992, for each category of dwellings in the Council's area as indicated in the table below.
 6. That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate shown in the tables below as the amounts of Council Tax for 2016/17 for each part of its area and for each of the categories of dwellings.

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Valuation Bands

Council Tax Schedule 2016/17	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Trafford Council (including Adult Social Care Precept)	751.55	876.81	1002.07	1,127.33	1,377.85	1,628.37	1,878.88	2,254.66
Office of Police and Crime Commissioner for GM	104.87	122.34	139.82	157.30	192.26	227.21	262.17	314.60
GM Fire & Rescue Authority	39.18	45.71	52.24	58.78	71.84	84.90	97.96	117.56
Sub total	895.60	1,044.86	1,194.13	1,343.41	1,641.95	1,940.48	2,239.01	2,686.82
Partington								
Parish only	28.33	33.06	37.78	42.50	51.94	61.39	70.83	85.00
Parish & District only	779.88	909.87	1,039.85	1,169.83	1,429.79	1,689.76	1,949.71	2,339.66
Aggregate of Council Tax requirements (incl. Police & Fire)	923.93	1,077.92	1,231.91	1,385.91	1,693.89	2,001.87	2,309.84	2,771.82

The meeting commenced at 7.02 p.m. and finished at 9.10 p.m.

73. INFORMAL MEETING OF THE COUNCIL

(Note: At the conclusion of the formal meeting of the Council, an informal meeting was held to extend an invitation to:

Councillor Judith Lloyd to be the Mayor of the Borough of Trafford for 2016/17;

and

Councillor Jonathan Coupe to be the Deputy Mayor of the Borough of Trafford for 2016/17.

The informal meeting concluded at 9.15 p.m.)

TRAFFORD COUNCIL

Report to: Council
Date: 23rd March 2016
Report for: Approval
Report of: Acting Director of Human Resources

Report Title

Trafford Council's Pay Policy Statement for 2016/17.

Summary

This paper provides Council with information relating to Trafford's pay policy for 2016/17 in line with the requirements for the Localism Act 2011.

Recommendation(s)

To note and approve the 2016/17 Pay Policy statement as set out in the attached report, further to approval at Employment Committee on 7th March 2016.

Contact person for access to background papers and further information:

Name: Angela Beadsworth
Extension: 1291

Background Papers:

The Code of Recommended Practice for Local Authorities - Department for Communities and Local Government

Openness and accountability in local pay: Guidance under section 40 of the Localism Act 2011 - Department for Communities and Local Government

Local Authorities (data transparency) code 2013

Relationship to Policy Framework/Corporate Priorities	The information provided within the report aligns with the Council's corporate priority of 'Low Council Tax and Value for Money'
Financial	The report information ensures that we comply with financial regulations in respect of data transparency and accounts and audit regulations.
Legal Implications:	Compliance with all relevant employment legislation is a critical and a key component of this strategy to ensure that our legal governance structure is robust and can defend employment claims should the need arise.
Equality/Diversity Implications	The pay policy will ensure that we remunerate our employees fairly and with due respect to all equality policies and strategies.
Sustainability Implications	Not applicable
Staffing/E-Government/Asset Management Implications	Not applicable
Risk Management Implications	Not applicable
Health & Wellbeing Implications	Not applicable
Health and Safety Implications	Not applicable

1.0 Background

The Pay Policy Statement sets out the Council's approach to pay policy in accordance with the requirements of Section 38 of the Localism Act 2011. The purpose of the Pay Policy Statement is to increase accountability in relation to payments made to senior employees in the public sector, in particular those in local authorities, by enabling public scrutiny.

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

The Pay Policy Statement articulates the Council's own policies towards a range of issues relating to the pay of its workforce, in particular its Chief Officers, as defined by the Local Government and Housing Act 1989 and to its lowest paid employees.

As specified in the Act, this requirement does not extend to schools and this Statement does not therefore include school based employees.

In summary, the Pay Policy Statement identifies:

- ❖ The method by which salaries and severance payment are determined;
- ❖ The detail and level of remuneration of the Council's most senior managers i.e. Chief Executive, Corporate Management Team, Service Directors;
- ❖ The committee responsible for ensuring that the Pay Policy Statement is applied consistently, the Employment Committee, which has delegated powers in relation to senior manager employment;
- ❖ The detail and level of remuneration for the lowest level of post/employee;
- ❖ The ratio of pay of the top earner and that of the median earner.

2.0 Recommendation

Council is recommended to note and approve the 2016/17 Pay Policy statement as set out in the attached report.

TRAFFORD PAY POLICY STATEMENT 2016/17

1. Introduction

1.1 Under section 112 of the Local Government Act 1972, the Council has the “power to appoint officers on such reasonable terms and conditions as the authority thinks fit”. This Pay Policy Statement (the ‘statement’) sets out the Council’s approach to pay in accordance with the requirements of Section 38 of the Localism Act 2011. From 2012 onwards local authorities are required to publish an annual statement of their policy for the relevant financial year.

1.2 The purpose of the statement is to provide transparency with regard to the Council’s approach to setting the pay of its employees (excluding teaching staff and employees working in local authority schools), by identifying;

- The methods by which salaries of all employees are determined;
- The detail and level of remuneration of its most senior staff i.e. Head of Paid Service, ‘Chief Officers’, the Monitoring Officer, and Deputy Chief Officers as defined by the relevant legislation;
- The remuneration of its lowest paid employees;
- The relationship between the remuneration levels of the most senior employees and that of other employees;
- The Committee responsible for ensuring the provisions set out in this statement are applied consistently throughout the Council and making recommendations on any amendments to Full Council.

1.3 Once approved by Full Council, this policy statement will come into immediate effect and will be subject to review as a minimum on an annual basis.

2. Legislation Relevant to Pay and Remuneration

2.1 In determining the pay and remuneration of all of its employees, the Council will comply with all relevant employment legislation. This includes legislation such as the Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000 and where relevant, the Transfer of Undertakings (Protection of Earnings) Regulations.

2.2 The Council ensures there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of NJC and Hay job evaluation mechanisms, which directly establish the relative levels of posts in grades according to the requirements, demands and responsibilities of the role.

3. Accountability and Decision Making

3.1 In accordance with the Constitution of the Council, the Employment Committee is responsible for decision making in relation to the recruitment, pay, terms and conditions and severance arrangements in relation to employees of the Council.

3.2 Decisions relating to salary packages for new posts above £100k are subject to full Council approval. In addition, any severance arrangements agreed in line with the relevant policies that exceed £100k are subject to full Council approval.

4. Pay Structure

4.1 The Council's pay strategy must be one of balance between securing and retaining high-quality employees whilst maintaining pay equality and avoiding excessive pay rates.

4.2 The Council uses the nationally negotiated pay spine(s) (i.e. a defined list of salary points) as the basis for its local pay structure, which determines the salaries of the large majority of its (non-teaching) workforce together with the use of locally determined rates where these do not apply.

4.3 All other pay-related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery.

4.4. In determining its grading structure and setting remuneration levels for any posts, which fall outside its scope, the Council takes account of the need to ensure value for money in respect of the use of public expenditure, balanced against the need to recruit and retain employees who are able to meet the requirements of providing high quality services to the community, delivered effectively and efficiently and at times at which those services are required.

4.5 New appointments will normally be made at the minimum of the relevant pay scale for the grade, although from time to time it may be necessary to take account of the external pay levels in the labour market in order to attract and retain employees with particular experience, skills and capacity. Where necessary, the Council will ensure the requirement for such is objectively justified by reference to clear and transparent evidence of relevant market comparators, using data sources available from within the local government sector and outside, as appropriate.

4.6 To meet specific operational requirements, it may be necessary for an individual to temporarily take on additional duties to their identified role. The Council's arrangements for authorising any additional remuneration relating to temporary additional duties are set out in the Act-up and Additional Payments Policy.

4.7 Any temporary supplement to the salary scale for the grade is approved in accordance with the Council's Market Rates Supplement Policy.

4.8 An organisation chart covering staff in the top three levels of the organisation provides information on the senior salary pay structure for the Council.

5. Senior Management Pay Arrangements

5.1 For the purposes of this statement, senior management means 'Chief Officers' as defined within the Localism Act. The posts falling within the statutory definition are set out in the data published for the Code of Recommended Practice for Local Authorities on Data Transparency and Accounts and Audit (England) Regulations.

5.2 The Chief Executive and Chief Officers receive minimal additions to salary. These include Returning Officer fees for local and other elections as they arise from time to time.

5.3 The Chief Officer car allowance scheme was deleted as part of the 2014/15 budget proposals along with the general essential car user scheme and replaced by a critical car user scheme. The Chief Executive or any Chief Officer does not qualify to access the revised arrangements.

5.4 We will continue to consider how we can introduce more transparent performance arrangements at a senior management level. Salary progression within the range is linked to attainment of pre-determined objectives and targets as set out in the Performance Development Review process.

6. Recruitment of Chief Officers

6.1 The Council's policy and procedures with regard to recruitment of Chief Officers is set out within the Council constitution Part 4 Officer Employment procedure rules.

6.2 When recruiting to all posts, the Council will take full and proper account of all provisions of relevant employment law and its own Equality, Recruitment and Redeployment Policies as approved by Council.

6.3 The determination of the remuneration to be offered to any newly appointed Chief Officer will be in accordance with relevant job evaluation methodology, market factors and recruitment policies in place at the time. For new posts, with recommended salary packages in excess of £100k, approval of Full Council is required.

6.4 Where the Council is unable to recruit Chief Officer posts, or there is a need for interim support to provide cover for a substantive Chief Officer post, the Council will, where necessary, consider engaging individuals under a 'contract for service'. These will be sourced through a relevant procurement process ensuring the council is able to demonstrate the maximum value for money benefits, from competition, in securing the relevant service.

6.5 In assessing such, it should be noted that in respect of such engagements, the Council is not required to make either pension or national insurance contributions for such individuals.

6.6 The Council has had 3 interim appointments in place at Chief Officer level during 2015/16. 2 of these interim appointments are due to restructuring activities across the Children Families and Well-Being Directorate following significant transformation of services and the need for specialist expertise to support our integration with Health. The third interim appointment brought in specialist ICT leadership and technical skills to support the re-design of its infrastructure and options for a new delivery model.

6.7 Due to the specialist nature of the skills set needed in these roles and linked to the time-limited development of the council's new organisational model, we have engaged individuals on an interim basis through the procurement process described in paragraph 6.4 above.

7. Pension Contributions

7.1 Where employees have exercised their statutory right to become members of the Local Government Pension Scheme, the Council is required to make a contribution to the scheme representing a percentage of the pensionable remuneration due under the contract of employment of that employee.

7.2 The rate of contribution is set by Actuaries advising the Greater Manchester Pension Fund and reviewed on a triennial basis in order to ensure the scheme is appropriately funded. The current rate is set at 19.7% and this will change to 20.4% with effect from 1 April 2016.

8. Payments on Termination

8.1 The Council's approach to statutory and discretionary payments on termination of employment of Chief Officers, prior to reaching normal retirement age, is set out within its policy statement in accordance with Regulations 5 and 6 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006 [and if appropriate] Regulation 12 of the Local Government Pension Scheme (Benefits, Membership and Contribution) Regulations 2007.

8.2 Proposed and upcoming legislation that will impact on our approach to payments on termination includes the Repayment of Public Sector Exit Payments Regulations 2015, that will enforce the repayment of public sector exit payments in certain circumstances where an individual returns to the public sector; and the Public Sector Exit Payment Regulations 2016, that aims to cap the value of public sector exit payments. This cap is currently proposed at £95,000 on the total value of exit payments made and applies to all types of arrangements and forms of exit payment, such as redundancy payments, compensatory payments and lump sums awarded under a settlement agreement or a COT3, for example. Once the final detail is known, our policy will be adjusted to take this into account.

8.3 Any current payments falling outside of these provisions or the relevant periods of notice within the contract of employment shall be subject to a formal decision made by the Employment Committee. Payments on termination in relation to the policy set out above that exceed £100k are subject to approval of Full Council.

9. Re-employment / Re-engagement of former Chief Officers

9.1 The Organisational Change Framework sets out the arrangements and restrictions by which Chief Officers are re-employed or re-engaged on a contract for services following termination of employment.

9.2 The Repayment of Public Sector Exit Payments Regulations 2015 and Public Sector Exit Payment Regulations 2016, as set out in 8.2, will determine our revised approach to the re-engagement of Chief Officers.

10. Lowest Paid Employees

10.1 The lowest paid employees employed under a contract of employment with the Council are employed on full time [36.25 hours] equivalent salaries in accordance with the minimum spinal column point (scp) currently in use within the Council's grading structure.

10.2 As at 1st April 2016, the lowest entry level spinal column point is equivalent to £13,614 per annum and this is equivalent to the Trafford Living Wage of £7.20 per hour. We track the current national and local initiatives regarding low paid staff, benchmarking with our regional counterparts to ensure pay parity.

10.3 The Council employs Apprentices who will be employed on the National Living Wage from April 2016.

10.4 The relationship between the rate of pay for the lowest paid and Chief Officers is determined by the processes used for determining pay and grading structures as set out earlier in this policy statement.

10.5 The current pay levels within the Council define the multiple between the median (average) full time equivalent earnings and the Chief Executive as 1:7.7 and; between the lowest paid employee and average Chief Officer as 1:6.8.

10.6 As part of its overall and ongoing monitoring of alignment with external pay markets, both within and outside the sector, the Council will use available benchmarking information as appropriate. In addition, upon the annual review of this statement, it will also monitor any changes in the relevant 'pay multiples' and benchmark against other comparable Local Authorities.

11. Trade Unions

11.1 The Council recognises two trade unions – UNISON and GMB, for collective bargaining purposes and there are currently two full time equivalent UNISON officials in employment.

12. Publication

12.1 Upon approval by the Full Council, this statement will be published on the Council's Website.

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