



WORTHING BOROUGH
COUNCIL

20 July 2021

**Worthing Council Meeting
20 July 2021**

Council Chamber
Town Hall, Chapel Road,
Worthing

6.30 pm

Agenda

12 July 2021

ALL MEMBERS OF THE COUNCIL are hereby summoned to attend for the following business:

Part A

1. Apologies for Absence

2. Declarations of Interest

Members and Officers must declare any disclosable pecuniary interests in relation to any business on the agenda. Declarations should also be made at any stage such an interest becomes apparent during the meeting.

If in doubt contact the Legal or Democratic Services representative for this meeting.

3. Confirmation of Minutes

To approve the minutes of the Annual Council Meeting held on 21st May 2021, copies of which have been previously circulated.

A copy is available to view at

<https://democracy.adur-worthing.gov.uk/ieListDocuments.aspx?CIId=158&MIId=1507&Ver=4>

Interim Director for Communities:
Tina Favier
Adur & Worthing Councils,
Town Hall, Chapel Road,
Worthing, West Sussex, BN11 1HA

4. Questions from the Public

To receive any questions from members of the public addressed to Members of the Executive in accordance with Council Procedure Rule 11. There is up to 5 minutes for each question, one supplementary question may be asked arising from the original question.

Questions must relate to any matter the Council has power or which affects the Borough, except no questions may be asked in relation to

- a) A specific planning or licensing application
- b) A specific staffing appointment or appeal, or Standards determination

Public question time will last up to 30 minutes; questions will be taken in the order of receipt.

The deadline for submission of questions is **Friday 16 July 2021 at 12 noon**. Questions to be submitted to democratic.services@adur-worthing.gov.uk

5. Announcements by the Mayor, Leader of the Council, Executive Members or the Head of Paid Service

6. Items raised under Urgency Provisions

To consider any items the Mayor has agreed are urgent.

7. Recommendations from the Executive and Committees to Council (Pages 1 - 6)

To consider recommendations to the Council, details of which are set out in the attached items as 7A, 7B and 7C. *Items 7D(i) to 7D(v) will be published following the JSC meeting on the 13th July.*

Full reports are available on the website as listed below:

	Executive / Committee	Date	Item
A	Joint Strategic Committee	8 June 2021	Worthing Community Infrastructure Levy (CIL)
B	Joint Overview & Scrutiny Committee	10 June 2021	Joint Overview and Scrutiny Committee Annual Report 2020/21
C	Joint Senior Staff Committee	7 July 2021	Benchmark salary review and proposed recruitment process for the post of Chief Executive and Head of Paid Service
D	Joint Strategic Committee	13 July 2021	(i) Financial Performance 2020/21 - Revenue Outturn (ii) Financial Performance 2020/21 - Capital and Projects Outturn (iii) Developing a revenue budget for 2022/23 at the time of a pandemic (iv) Investing for our future - Capital Strategy 2022/25 (v) Securing the regeneration of Teville Gate through acquisition of the site

8. Report of the Leader on Decisions taken by the Executive (Pages 7 - 10)

To receive a report from the Leader as item 8. The report contains decisions taken by the Executive, Executive Members and the Joint Strategic Committee since the last Council meeting (*an updated version of the report will be published after the JSC meeting on 13 July 2021 to include decisions taken at that meeting*).

There will be up to 15 minutes for Executive Members to make any statements on the report. There will also be up to 15 minutes for Executive Members to respond to questions on the report. These questions will not be the same as any to be asked under Item 10.

(Note: Papers relating to items under 7 and 8 have been previously circulated and can be viewed here on the Council's website)

9. Pay Policy Statement 2020/21 (Pages 11 - 22)

To receive a report from the Director for Digital, Sustainability and Resources, attached as item 9.

10. Members Questions under Council Procedure Rule 12

Members' question time will last up to 30 minutes, with questions being taken in the order of receipt and in rotation from each political group on the Council. The deadline for submission of questions is **Friday 16 July at 12 noon**.

Questions should be submitted to democratic.services@adur-worthing.gov.uk

Questions can be asked of the following:

- a) The Mayor
- b) A Member of the Executive
- c) The Chairman of any Committee
- d) The Council's representative on any outside body

Questions cannot be asked in relation to the following:

- a) A specific planning or licensing application
- b) A specific staffing appointment, appeal or Standards determination

11. Motion on Notice (Pages 23 - 26)

To consider a Motion on Notice, submitted by the Proper Officer on behalf of Councillor Sally Smith, detailed as item 11.

12. Motion on Notice (Pages 27 - 30)

To consider a Motion on Notice, submitted by the Proper Officer on behalf of Councillor Sean McDonald, detailed as item 12.

Part B - Not for Publication - Exempt information Reports

None.



Tina Favier
Interim Director for Communities

Recording of this meeting

The Council will be live streaming this meeting, including public question time. A recording will be available on the Council's website as soon as practicable after the meeting. The Council will not be recording any discussions in Part B of the agenda (where the press and public have been excluded).

For Democratic Services enquiries relating to this meeting please contact:

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01903 221073
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Council
20 July 2021
Agenda Item 7A

Extract from the minutes of the Joint Strategic Committee - 8 June 2021

JSC/007/21-22 Worthing Community Infrastructure Levy (CIL)

The report informed members that Worthing Borough Council had introduced a Community Infrastructure Levy (CIL) to allow funds to be raised from developers to pay for infrastructure that was needed to support growth. The Council adopted the Charging Schedule for CIL in February 2015 and implementation of the levy commenced on 1st October 2015.

The report outlined that given the time that had lapsed and the change in market conditions, a review of the CIL Charging Schedule was needed. The Council's consultants undertook a review of the current charging schedule and their recommendations formed the revised CIL draft Charging Schedule. The draft Charging Schedule was consulted on for 8 weeks between June and August 2020. This was then submitted to the Planning Inspectorate with the Examination in Public taking place 'virtually' on Thursday 28th January 2021. The draft Inspector's report was received on 14th May 2021 (for fact checking), with the final report received on 27th May 2021. The report recommended that the charging schedule should be approved in its published form, without changes. This report provided an update on the revised CIL draft Charging Schedule (DCS) and proposed that this be formally approved.

The recommendations set out in the report were proposed by Councillor Kevin Jenkins seconded by Councillor Edward Crouch and unanimously supported.

Decision

The Joint Strategic Committee:

- I. Noted the findings from the Inspector's report on the revised CIL draft Charging Schedule;
- II. Noted the revised Worthing CIL draft Charging Schedule - 2021 included in Appendix B; and
- III. **Recommended that Worthing Full Council approve the adoption of the revised draft CIL Charging Schedule for implementation on 1st August 2021.**

(Link to the report on the website e.g. [Joint Strategic Committee - 8 June 2021](#))

Extract from the minutes of the Joint Overview & Scrutiny Committee - 10 June 2021

JOSC/007/21-22 Joint Overview and Scrutiny Committee Annual Report 2020/21

The report before members set out the draft Annual report for the Committee covering the 2020/21 Municipal year in accordance with the terms of the Councils' constitutions.

The Committee debated the content of the report and agreed that the Comms team be asked to promote the report's publication

Resolved:

1. That the Committee approved the Joint Overview and Scrutiny Committee Annual report for 2020/21; and
- 2. That the Annual report be submitted to the Adur and Worthing Council meetings in July 2021 for approval.**

(Link to the report on the website e.g. [Joint Overview & Scrutiny Committee - 10 June 2021](#))

Extract from the minutes of the Joint Senior Staff Committee - 7 July 2021

JSnSC/006/21-22 Benchmark salary review and proposed recruitment process for the post of Chief Executive and Head of Paid Service

The report provided the rationale and evidence for the review of the salary of the Chief Executive of Adur and Worthing Councils, required in advance of recruitment activities for the role.

The report also provided an overview of the recruitment and selection process for the new Chief Executive.

The Committee considered the current Annual Appraisal Process, noting that it was undertaken by the Leaders of both Adur and Worthing Councils every 12 months and which had not previously resulted in an increase in salary.

Members also gave consideration to the recruitment market for Local Authority Chief Executive's, flexibility in the delivery of performance related pay, the types of contract that could be offered and requested that the current Job Description be shared with the Committee in advance of the proposed recruitment process.

Members expressed their support for a move to a salary range as opposed to a spot salary.

The recommendations in the report were proposed by Councillor Humphreys, seconded by Councillor Parkin and unanimously supported by the Committee.

Resolved,

That the Joint Senior Staff Committee

- 1. recommended to Adur and Worthing Full Councils that an increase is applied to the salary of the Chief Executive and Head of Paid Service, being a range from £134,000 rising to £155,000; and**
2. agreed the proposed recruitment process for the Chief Executive and Head of Paid Service.

(Link to the report on the website e.g. [Joint Senior Staff Committee - 7 July 2021](#))



Report of the Leader on Decisions taken by Executive Members and the Joint Strategic Committee since the last meeting of Council

A Decisions Taken by Individual Executive Members

Listed below is a summary of decisions taken by the individual Executive Members since the dispatch of the agenda for the last Ordinary Council Meeting. Full details can be found on the Executive Members Decisions webpage

Leader

JAW/032/20-21 Solar Together Sussex - 2nd Auction

Executive Member for Regeneration

JAW/001/21-22 Open Space Standards

Executive Member for Resources

W/RES/003/21-22 Irrecoverable Debts – overpaid Housing Benefit

Executive Member for Customer Services

JAW/033/20-21 Call Centre Contract for Community Alarm

W/CSE/001/21-22 Connaught Ventilation Scheme

JAW/002/21-22 Refurbishment Scheme at 7-9 Albion Street

Executive Member for Digital and Environmental Services

JAW/031/20-21 Arboriculture Provision Contract

JAW/034/20-21 Award of Microsoft Enterprise Licence Agreement

Executive Member for Health and Wellbeing

B. Decisions taken by the Joint Strategic Committee on 8 June 2021

Items related to Adur District Council are not reproduced on this agenda.

Full details can be found [by clicking on this link](#)

The matters not appearing elsewhere on the agenda:-

JSC/005/21-22 Covid Funding and use of the Chief Executive's Urgency Powers

The report outlined how Adur and Worthing Councils had applied for and subsequently been awarded a very significant grant allocation from the Contain Outbreak Management Fund (COMF). This was a ring-fenced fund focusing on delivering extensive and much needed public health outcomes for Adur and Worthing Residents in relation to Covid-19. In addition, the councils applied for Rough Sleeper Initiative (RSI) and had been awarded further funds that were ring fenced for delivery of rough sleeper services, support and accommodation with an allocation to support any surges in accommodation demand.

The report reflected the necessity for responsive and fast moving public service responses during the pandemic the funding awarded had to be fully spent by 31st March 2022. To ensure that the Councils could meet this challenging timescale, the Chief Executive had been called upon to use his powers to make an urgent decision and this report advised Members of the Executive of the executive decisions made, and asked for their endorsement of the decision.

Members welcomed the funding and wished to place on record the Committee's thanks to Officers for the programme of work outlined.

The recommendations were proposed by Councillor Daniel Humphreys, seconded by Councillor Neil Parkin and unanimously supported.

Decision

The Joint Strategic Committee noted the contents of the report and endorsed the decisions made by the Chief Executive.

JSC/006/21-22 Sussex Bay: Restoring our marine and estuarine habitats, supporting our coastal communities

The report set out a long term vision for estuarine, coastal and marine nature restoration at scale in Sussex, aimed at attracting investment into various "blue" habitats, and supporting revitalised, and sustainable coastal industries, enhanced recreation opportunities and ecotourism.

The report also sought support for the Sussex Bay concept and the next stage of development work.

The Committee noted that a report would be presented at its July meeting providing a progress update across the whole SustainableAW programme. This would include an update on the Shepherds Mead restoration project, the Worthing Heat Network and the many smaller projects led by the councils and also communities, that demonstrated a wide ranging response to the climate and biodiversity crisis in its neighbourhoods.

Consideration was given to the funding of the project, kelp certification, measuring biomass in the local area and the prevention of seaweed deposits on the beach.

Members welcomed the report and expressed their support for the innovative proposals.

The recommendations were proposed by Councillor Daniel Humphreys, seconded by Councillor Emma Evans and unanimously supported.

Decision

The Joint Strategic Committee :

- 2.1. Endorsed the Sussex Bay approach to build a delivery model for marine, coastal and estuarine habitat restoration at scale, creating the exciting prospect of Sussex Bay as a “destination” and new economic opportunity.
- 2.2. Noted that by developing Sussex Bay, Adur & Worthing Councils had an opportunity to create local carbon offsetting opportunities for multiple organisations, while meeting its own carbon neutral 2030 target through blue carbon offsetting.
- 2.3. Noted the excellent progress on a natural capital seabed lease with The Crown Estate, the first of its kind in the UK, and agreed to the release of £50k of project development funds (from existing budgets) to commence the legal and financial work to set up a trial kelp blue carbon investment product.
- 2.4. Noted the £75k of funds already offered by a local organisation seeking carbon offsetting options (agreement in process), and the financial support committed by the Blue Marine Foundation for the September launch event, circa £10k.
- 2.5. Approved a budget virement of £85,000 to create funding for the project part funded from within existing budgets and part funded from external funding
- 2.6. Requested, subject to progress, a report as early as the July JSC, recommending approval for incorporation of a new legal entity, Sussex Bay.

C. Decisions taken by the Joint Strategic Committee on 13 July 2021

Items related to Adur District Council are not reproduced on this agenda.

Full details can be found [by clicking on this link](#)

The matters not appearing elsewhere on the agenda:-

Decisions will be published following publication of the minutes of the Joint Strategic Committee meeting on the 13 July 2021.

Local Government Act 1972

Background papers

(Reports and decisions are available on the Council's website or as indicated in each of the paragraphs above. Some of the reports contain exempt information and therefore are not fully published on the website)

Councillor Daniel Humphreys
Leader of the Council



Pay Policy Statement 2020/21

Report by the Director for Digital, Sustainability and Resources

1.0 SUMMARY

- 1.1 This report seeks approval of the Pay Policy Statement 2020/21, which is a statutory requirement under Section 38 (1) of the Localism Act 2011. The statement will be updated on an annual basis.
- 1.2 The pay policy statement is set out in Appendix 1.

2.0 BACKGROUND

- 2.1 The Council along with all other Local Authorities in England are required to prepare a Pay Policy Statement each year, 2012 was the first year these Statements had to be published.
- 2.2 The Localism Act includes an expression of the Government's aim that there is improved transparency about how public money is spent, including that of pay.
- 2.3 The Pay Policy Statement must articulate a Council's policies towards a range of issues relating to the pay of its workforce, particularly its senior staff ("chief officers") and its lowest paid staff.
- 2.4 The Councils are individual employers (albeit in a partnership arrangement with each other) and as such have the autonomy to make decisions on pay that are appropriate to local circumstances and which deliver value for money for the local taxpayer.

3.0 COMMENTARY

- 3.1 In producing the Pay Policy Statement (attached as Appendices 1) account has been taken of the fact that the partnership arrangement is between Adur District Council and Worthing Borough Council. However, separate Pay Policy Statements have been produced for the two Councils.

- 3.2 In undertaking the analysis of pay, (in particular the pay ratio between the median average salary of staff who are not chief officers and the Chief Executive) officers who form part of the shared service structure are treated as the Council's employees for the purpose of this exercise.
- 3.3. In paragraph 2.4, reference is made to the Council developing an approach to pay that seeks to achieve value for money. Since the introduction of Partnership working there has been a significant reduction in the size of the Council's Management Team.

	Chief Executive	Directors	EHoS	Heads of Service
Pre Partnership	2	4	17	0
1 st April 2008	1	3	10	0
June 2009	1	2	10	0
March 2010	1	2	9	0
May 2011	1	2	8	0
August 2011	1	2	7	0
April 2014 (revised structure)	1	4	0	13
April 2018 (latest structure)	1	3	0	12
April 2019	1	3	0	14
April 2020	1	3	0	12

- 3.4 A cost allocation mechanism is in place for the Council's Management Team as follows:

Post	Adur	Worthing
Chief Executive	50%	50%
Directors	50%	50%

4.0 LEGAL

- 4.1 The Pay Policy Statement is a statutory requirement under Section 38 (1) of the Localism Act 2011.
- 4.2 DCLG guidance on the Pay Policy Statement advises that the Secretary of State does not consider that the statement engages the Data Protection Act as they contain general principles underpinning decisions on pay and not personal data.

5.0 FINANCIAL IMPLICATIONS

- 5.1 There are no financial implications to publishing the Pay Policy Statement.

6.0 RECOMMENDATION

6.1 Council is recommended to approve the Pay Policy Statement 2020/21 set out in Appendix 1.

Local Government Act 1972

Background Papers:

Openness and accountability in local pay: Guidance under section 40 of the Localism Act. DCLG February 2012.

Localism Act: Pay Policy Statements. Guidance for Local Authority Chief Executives Supplementary Note 2. LGA / ALACE 1st March 2012.

Minutes of the respective Council meetings in February 2012 – Worthing Borough Council 21 February and Adur 23 February.

Contact Officer:

Paul Brewer
Director for Digital and Resources
Worthing Town Hall
Direct Dialling No: 01903 221302
paul.brewer@adur-worthing.gov.uk

SCHEDULE OF OTHER MATTERS

1.0 COUNCIL PRIORITY

1.1 Ensuring Value for Money and low Council Tax

2.0 SPECIFIC ACTION PLANS

2.1 The Pay Policy Statement complements the Council's Equalities Policy.

3.0 SUSTAINABILITY ISSUES

3.1 Matter considered and no issues identified.

4.0 EQUALITY ISSUES

4.1 The Councils have implemented a Job Evaluation scheme designed to ensure equality in pay and remuneration.

5.0 COMMUNITY SAFETY ISSUES (SECTION 17)

5.1 Matter considered and no issues identified

6.0 HUMAN RIGHTS ISSUES

6.1 The report recommends adoption of a Policy that is consistent with legislation relating to Data Protection and the handling of personal information.

7.0 REPUTATION

7.1 Failure to publish a Pay Policy Statement could result in negative reputational damage to the Councils.

8.0 CONSULTATIONS

8.1 Matter considered and no issues identified

9.0 RISK ASSESSMENT

9.1 Matter considered and no issues identified

10.0 HEALTH & SAFETY ISSUES

10.1 Matter considered and no issues identified.

11.0 PROCUREMENT STRATEGY

11.1 Matter considered and no issues identified

12.0 PARTNERSHIP WORKING

12.1 The Council's approach to pay is undertaken in a Partnership Agreement between Adur District Council and Worthing Borough Council.

WORTHING BOROUGH COUNCIL PAY POLICY STATEMENT – FINANCIAL YEAR 2020/21

1.0 PURPOSE

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

This Pay Policy Statement sets out Worthing Borough Council's policies relating to the pay of its workforce for the financial year 2020-21, in particular:

- (a) The remuneration of its Chief Officers;
- (b) The remuneration of its 'lowest paid employees';
- (c) The relationship between:
 - (i) The remuneration of its Chief Officers and;
 - (ii) The remuneration of its employees who are not Chief Officers.

2.0 DEFINITION

- 2.1 For the purpose of this Pay Policy, the following definitions will apply:

- (a) 'Pay' in addition to salary includes charges, fees, allowances, benefits in kind, increases in/enhancements to pension entitlements, and termination payments;
- (b) To enable meaningful comparison of posts, the Council uses full-time equivalent salaries as set out in its pay structure;
- (c) 'Chief Officer' refers to the following roles within Worthing Borough Council:
 - (i) Chief Executive, as Head of Paid Service;
 - (ii) Directors x 3; these officers are members of the Council's Leadership Team.

- 2.2 'Lowest paid employees' refers to those staff employed on the national minimum wage (NMW) for their age which is the lowest point on the Council's pay framework.

The above definition for the 'lowest paid employees' has been adopted because Grade 1 is the lowest grade on the Council's pay framework. The bottom point on the pay scale as at 1st April 2020 is spinal column point 1 (£17,842) per annum. This excludes apprenticeships/trainee posts where we are guided by National Minimum Wage requirements.

- 2.3 'Employee who is not a Chief Officer' refers to all staff who are not covered under the Chief Officer group above (2.1). This includes the 'lowest paid employees'.

3.0 PAY FRAMEWORK REMUNERATION LEVELS

- 3.1 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, nor is seen to be, unnecessarily excessive. Each Council has responsibility for balancing these factors and each Council faces its own unique challenges on opportunities in doing so and retain flexibility to cope with various circumstances that may arise that might necessitate the use of market supplements or other such mechanisms for individual categories of posts where appropriate.

3.2 Pay Framework

It is essential for good governance that decisions on pay and reward packages for Chief Executives and Chief Officers are made in an open and accountable way and that there is a verifiable and accountable process for recommending the levels of top salaries.

Worthing Borough Council's current pay framework for staff other than Chief Officers who are working jointly for Worthing Borough Council and Adur District Council was approved on 3rd February 2009 by the Joint Staff Committee and is based on the National Joint Council for Local Government Services: National Agreement on Pay and Conditions of Service.

Further details of the Joint Staff Committee can be found at: <http://www.adur-worthing.gov.uk/committee/>

3.3 Job Evaluation

The Council has adopted the Greater London Provincial Council (GLPC) Job Evaluation Scheme. All posts have been subject to the evaluation process which ensures that the grade for each role is determined on a consistent basis. This followed a national requirement for all local authorities and other public sector employers to review their pay and grading frameworks to ensure fair and consistent practice for different groups of workers with the same employer.

Worthing District Council determined a local pay framework and the overall number of grades is 13 with 61 spinal column points within the grade ranges 1 (lowest) to 13 (highest).

As part of the job evaluation process, each employee who is not a Chief Officer will be placed on one of the 13 grades based on the job evaluation of their role. The employees can progress to the salary range maximum of their grade subject to

assessment of their performance as part of on-going supervision and performance management practices.

Pay awards are considered annually for staff as part of the National Local Government pay bargaining process.

4.0 REMUNERATION - LEVEL AND ELEMENT

4.1 Salaries

The group of Chief Officers (2.1), is paid outside of the Council's pay framework, which applies to all other employees. The Joint Senior Staff Committee determines the terms and conditions of Chief Officers, subject to the approval, by Council of salaries in excess of £100,000.

Further details of the Joint Senior Staff Committee can be found at

<http://www.adur-worthing.gov.uk/meetings-and-decisions/committees/joint/seniorstaff/>

The pay awarded to Chief Officers is based on a spot salary with no grade range or incremental progression. Salary is subject to the same percentage pay award agreed as part of the National Local Government pay bargaining process. The spot salary for Chief Officers was based on market testing undertaken by an Independent Consultant and was implemented on 1st April 2008. The salary of the Chief Executive as at 1st April 2020 is £125,406 full time equivalent, with additional payments for the role of Returning Officer at elections.

Details of the remuneration of Chief Officers is published in the Council's statement of accounts which can be accessed at the following web address:
<http://www.adur-worthing.gov.uk/about-the-councils/finance/statement-of-accounts/>

4.2 'Lowest paid employees'

Each lowest paid employee is paid within the salary range for Grade 1, Spinal Column Point 1 (£17,842 as at 1st April 2020) - Spinal Column Point 3 (£18,562 as at 1st April 2020).

Note: for employees paid on The National Minimum Wage for their age the rates are as follows from 1st April 2020:

Apprentice:	£4.15 per hour
16 - 17	£4.55 per hour
18 – 20	£6.45 per hour
21 - 24	£8.20 per hour
25 and over	£8.72 per hour

4.3 Bonuses

Additional duties and Special merit payments can be made to staff, not including

Chief Officers, as one-off payments in recognition of duties and/or acting-up duties undertaken that is additional to that expected from the normal day-to-day work. The size of the award paid to employee(s) is commensurate with the work being rewarded.

- 4.4 Other pay elements Chief Officers are subject to the same performance management process as the lowest paid employees and employees who are not Chief Officers. Chief Officers do not receive any incremental progression.
- 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 policy.

The following allowances and benefits are available to staff and Chief Officers:

- (a) Health insurance (closed to new entrants);
- (b) Life assurance (closed to new entrants);
- (c) Long service increments (closed to new entrants);
- (d) Salary sacrifice scheme;
- (e) Benefits such as arranging group or staff discount schemes;
- (f) Child care provision or allowances;
- (g) Discounted sports facilities/benefits;
- (h) Membership of professional organisations where such membership is necessary for the carrying out of their employment.

Election duty payments are made to the Returning Officer (Chief Executive) and the Deputy Returning Officers (Directors). The pay for these roles is set out nationally for National Elections and for Local Elections, the scale is set jointly by West Sussex Local Authorities.

4.6 **Pension**

All employees, as a result of their employment, are eligible to join the Local Government Pension Scheme. Locally this scheme is administered by Hampshire County Council.

4.7 **Severance Payments**

The following types of severance payments can be made to staff:

- (a) Compulsory redundancy;

- (b) Voluntary redundancy;
- (c) Efficiency of the service;
- (d) Added pension benefit on leaving employment due to redundancy or efficiency of the service;
- (e) Conversion of lump sum compensation payment into additional Local Government Pension Scheme membership;
- (f) Voluntary early retirement;
- (g) Flexible retirement;
- (h) Exceptional compassionate grounds.

If there is less than a four week period between someone being made redundant from another Council and joining Worthing Borough Council, they will be required to repay their redundancy to their previous employer. If the break is greater than 4 weeks, their continuous service is broken.

4.8 New starters joining the Council

Employees new to the Council will normally be appointed to the first Spinal Column 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 grade will be determined by the Job Evaluation Scheme.

In professions where there is a particular skill shortage, as a temporary arrangement, it may be necessary to consider a market supplement to attract high quality applicants. The Council's market supplements are subject to annual review.

5.0 RELATIONSHIP BETWEEN REMUNERATION OF CHIEF OFFICERS AND EMPLOYEES WHO ARE NOT CHIEF OFFICERS

- 5.1 The median average salary of employees who are not Chief Officers is £24,491. The pay ratio between the median average and the salary of the Chief Executive is 1:5.12.

6.0 PAY POLICY REVIEW STATEMENT REVIEW AND PUBLICATION

- 6.1 Any changes to the Pay Policy must be subject to agreement by the Council. A Pay Policy Statement will be published each year.

Pay Spine from 1st April 2020

APPENDIX 1

GRADE	SCP	2019/20 SALARY	2020/21 SALARY £	EMPLOYER'S NI CONTRIBUTION £	EMPLOYER'S PENSION CONTRIBUTION £	TOTAL £
1	1	17,364	17,842	1,151	3,604	22,597
	2	17,711	18,198	1,200	3,676	23,074
	3	18,065	18,562	1,251	3,749	23,562
2	4	18,426	18,933	1,302	3,824	24,059
	5	18,795	19,312	1,354	3,901	24,567
	6	19,171	19,698	1,407	3,979	25,084
3	7	19,554	20,092	1,462	4,059	25,613
	8	19,945	20,493	1,517	4,140	26,150
	9	20,344	20,903	1,574	4,222	26,699
	10	20,751	21,322	1,631	4,307	27,260
	11	21,166	21,748	1,690	4,393	27,831
4	12	21,589	22,183	1,750	4,481	28,414
	13	22,021	22,627	1,811	4,571	29,009
	14	22,462	23,080	1,874	4,662	29,616
	15	22,911	23,541	1,938	4,755	30,234
	16	23,369	24,012	2,003	4,850	30,865
	17	23,836	24,491	2,069	4,947	31,507
5	18	24,313	24,982	2,136	5,046	32,164
	19	24,799	25,481	2,205	5,147	32,833
	20	25,295	25,991	2,276	5,250	33,517
	21	25,801	26,511	2,347	5,355	34,213
	22	26,317	27,041	2,421	5,462	34,924
	23	26,999	27,741	2,517	5,604	35,862
	24	27,905	28,672	2,646	5,792	37,110
	25	28,785	29,577	2,771	5,974	38,322
6	26	29,636	30,451	2,891	6,151	39,493
	27	30,507	31,346	3,015	6,332	40,693
	28	31,371	32,234	3,137	6,511	41,882
	29	32,029	32,910	3,231	6,648	42,789
	30	32,878	33,782	3,351	6,824	43,957
	31	33,799	34,728	3,482	7,015	45,225
7	32	34,788	35,745	3,622	7,220	46,587
	33	35,934	36,922	3,784	7,458	48,164
	34	36,876	37,890	3,918	7,654	49,462
	35	37,849	38,890	4,056	7,856	50,802
8	36	38,813	39,880	4,192	8,056	52,128
	37	39,782	40,876	4,330	8,257	53,463
	38	40,760	41,881	4,469	8,460	54,810
	39	41,675	42,821	4,598	8,650	56,069
	40	42,683	43,857	4,741	8,859	57,457
9	41	43,966	45,175	4,923	9,125	59,223
	42	45,014	46,252	5,072	9,343	60,667
	43	46,068	47,335	5,221	9,562	62,118
	44	47,075	48,370	5,364	9,771	63,505

GRADE	SCP	2019/20 SALARY	2020/21 SALARY £	EMPLOYER'S NI CONTRIBUTION £	EMPLOYER'S PENSION CONTRIBUTION £	TOTAL £
10	45	48,078	49,400	5,506	9,979	64,885
	46	49,078	50,428	5,648	10,186	66,262
	47	50,306	51,689	5,822	10,441	67,952
	48	51,564	52,982	6,001	10,702	69,685
	49	52,852	54,305	6,183	10,970	71,458
11	50	55,793	57,327	6,600	11,580	75,507
	51	57,994	59,589	6,912	12,037	78,538
	52	61,474	63,165	7,406	12,759	83,330
	53	64,096	65,859	7,777	13,303	86,939
12	54	65,801	67,611	8,019	13,657	89,287
	55	67,710	69,572	8,290	14,054	91,916
	56	69,672	71,588	8,568	14,461	94,617
	57	71,694	73,666	8,855	14,880	97,401
13	58	72,169	74,154	8,922	14,979	98,055
	59	74,263	76,305	9,219	15,414	100,938
	60	76,415	78,516	9,524	15,860	103,900
	61	78,632	80,794	9,839	16,320	106,953
	62	77,090	80,910	9,855	16,344	107,109

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Council
20 July 2021
Agenda Item 11

WORTHING BOROUGH COUNCIL

Ward(s) Affected: All

Motion on Notice

Report by the Interim Director for Communities

Executive Summary

1. Purpose

- 1.1. The report before Council sets out a motion received from Councillor Sally Smith which has been seconded by Councillor Heather Mercer.
- 1.2. Council is asked to deal with the motion under provisions set out in paragraph 14 of the Council Procedure Rules (under part 4 of the Council Constitution - Rules of Procedure).

2. Recommendations

- 2.1. The Council is asked to determine the motion as set out in Annex A to this report.

3. Context

- 3.1 A motion on notice has been received from Councillor Sally Smith, (attached as Annex A).
- 3.2 The content of the motion is relevant to a matter in relation to which the Council has powers or duties and which affects the Borough.
- 3.3 There is nothing substantive within the motion that would cause its rejection under the terms of the Constitution.
- 3.4 The motion before Council is declaratory in nature, as defined in para 14.4.4 of the Council's Procedure Rules. Therefore, it may be considered and debated by the Full Council without being automatically referred to a future meeting of Full Council, as defined in para 14.4.5 of the Council's Procedure Rules, or, being referred to the Executive or Committee without debate, as defined in paragraphs 14.4.1, 14.4.2 and 14.4.3 of the Council's Procedure Rules.

4. Issues for consideration

- 4.1 Motions considered by Full Council are done so under part 14 of the Council's Procedure Rules and are debated under rules set out under part 16 of the Council procedure rules and the Council is asked to debate the motion under these rules accordingly.

5. Financial Implications

- 5.1 The motion is declaratory in nature and therefore there are no direct financial implications.

6. Legal Implications

- 6.1 As the motion is declaratory in nature, there are no direct legal implications arising from it.

Background Papers

None.

Officer Contact Details:-

Neil Terry

Democratic Services Lead

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Motion to Council

This Council recognises that violence against women and girls can include, or be linked to, domestic abuse. This is often a hidden crime unreported to the police and although both men and women are affected, incidence and severity are much greater for women. Domestic and family violence can affect well being and developmental growth of children and teenagers both in the short and long term.

The Coronavirus pandemic has further caused what one worker described as 'an epidemic beneath a pandemic' The charity Refuge reports that in the year between February 2020 and March 2021 72% of calls to their helpline were from women who said they were experiencing violence and abuse, and nearly a fifth said their abuser had threatened to kill them. Tragically, statistics show that more female homicide victims are killed by a partner or ex-partner than by strangers.

It is imperative we learn from and act on the weaknesses in our systems and structures the pandemic has so starkly exposed. The Council has a well developed network of support via the Wellbeing team, links with the Police, the Housing needs team plus connection with Worth, West Sussex specialist services and the Women's accommodation support officer. This Council together with all parts of society should play their part in tackling domestic violence'.

***Proposed by Cllr Sally Smith
Seconded by Cllr Heather Mercer***



Council
20 July 2021
Agenda Item 12

WORTHING BOROUGH COUNCIL

Ward(s) Affected: All

Motion on Notice

Report by the Interim Director for Communities

Executive Summary

1. Purpose

- 1.1. The report before Council sets out a motion received from Councillor Sean McDonald.
- 1.2. Council is asked to deal with the motion under provisions set out in paragraph 14 of the Council Procedure Rules (under part 4 of the Council Constitution - Rules of Procedure).

2. Recommendations

- 2.1. The Council is asked to determine the motion as set out in Annex A to this report.

3. Context

- 3.1 A motion on notice has been received from Councillor Sean McDonald, (attached as Annex A).
- 3.2 The content of the motion is relevant to a matter in relation to which the Council has powers or duties and which affects the Borough.
- 3.3 There is nothing substantive within the motion that would cause its rejection under the terms of the Constitution.
- 3.4 The motion before Council is declaratory in nature, as defined in para 14.4.4 of the Council's Procedure Rules. Therefore, it may be considered and debated by the Full Council without being automatically referred to a future meeting of Full Council, as defined in para 14.4.5 of the Council's Procedure Rules, or, being referred to the Executive or Committee without debate, as defined in paragraphs 14.4.1, 14.4.2 and 14.4.3 of the Council's Procedure Rules.

4. Issues for consideration

- 4.1 Motions considered by Full Council are done so under part 14 of the Council's Procedure Rules and are debated under rules set out under part 16 of the Council procedure rules and the Council is asked to debate the motion under these rules accordingly.

5. Financial Implications

- 5.1 The motion is declaratory in nature and therefore there are no direct financial implications.

6. Legal Implications

- 6.1 As the motion is declaratory in nature, there are no direct legal implications arising from it.

Background Papers

None.

Officer Contact Details:-

Neil Terry

Democratic Services Lead

01903 221073

neil.terry@adur-worthing.gov.uk

Motion to Council

"In recent weeks and months local residents and council taxpayers in Worthing and across Sussex have been inconvenienced by a number of unauthorised encampments on public land. Such incursions have resulted in considerable and unjustifiable expense for clearing up sites and making repairs to public property. Worthing Borough Council and Sussex Police have reacted quickly in each case and are to be applauded for their efforts. However their legal powers to deal with these cases in a more timely manner are currently limited.

The Police, Crime, Sentencing and Courts Bill that is being taken through Parliament by the Home Secretary includes changes to the law that will make such acts of trespass a criminal offence and give police powers to seize vehicles for example to help pay for the damage and mess caused, which otherwise fall on the law-abiding local taxpayers who are fed up of this abuse.

Residents can be assured that this council will continue to play it's part in seeking to deter these types of unauthorised encampments and by supporting communities where this disruption does occur.

This council fully supports this new Police, Crime, Sentencing and Courts Bill and applauds The Home Secretary for bringing the Bill forward."

Proposed by Cllr Sean McDonald