

NON-CONFIDENTIAL



Borough of Tamworth

14 May 2018

Dear Councillor

You are hereby summoned to attend a **meeting of the Council of this Borough** to be held on **TUESDAY, 22ND MAY, 2018** at 6.00 pm in the **TOWN HALL, MARKET STREET, TAMWORTH**, for the transaction of the following business:-

AGENDA

NON CONFIDENTIAL

- 1 Apologies for Absence**
- 2 Mayor's Cadet**
- 3 To elect a Mayor**
- 4 To elect a Deputy Mayor**
- 5 To elect the Leader of the Council**
- 6 Declarations of Interest**

To receive any declarations of Members' interests (pecuniary and non-pecuniary) in any matters which are to be considered at this meeting.

When Members are declaring a pecuniary or non-pecuniary interest in respect of which they have dispensation, they should specify the nature of such interest. Members should leave the room if they have a pecuniary or non-pecuniary interest in respect of which they do not have a dispensation.

- 7 To receive the Minutes of the previous meeting (Pages 5 - 6)**
- 8 To receive any announcements from the Mayor, Leader, Members of the Cabinet or the Chief Executive**
- 9 Question Time:**

- (i) To answer questions from members of the public pursuant to Procedure Rule No. 10.
- (ii) To answer questions from members of the Council pursuant to Procedure Rule No. 11

10 Appointment of Cabinet and Allocation of Responsibilities

To receive the Membership of Committees for 2018/19 (to be circulated at the meeting)

11 Appointment of Committees

To receive the Constitution and Membership of Committees for 2018/19 (to be circulated at the meeting)

12 Appointment of Committee Chairs

To receive details of the proposed Chairs (to be circulated at the meeting)

13 Local Authorities (Executive Arrangements) (Meetings & Access to Information) Rules 2012 (Pages 7 - 10)

(The report of the Leader of the Council)

14 Review of Constitution & Scheme of Delegation (Pages 11 - 14)

(The Report of the Leader of the Council and the Solicitor to the Council and Monitoring Officer)

15 Regulation of Members Conduct (Pages 15 - 16)

(The Report of the Solicitor to the Council and Monitoring Officer)

16 Annual Pay Policy & Gender Reporting (Pages 17 - 32)

(The Report of Head of Paid Services and HR Manager)

17 Calendar of Meetings (Pages 33 - 42)

To Receive the Calendar of Meetings for 2018/19

Yours faithfully

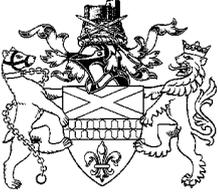


CHIEF OPERATING OFFICER

People who have a disability and who would like to attend the meeting should contact Democratic Services on 01827 709264 or e-mail committees@tamworth.gov.uk preferably 24 hours prior to the meeting. We can then endeavour to ensure that any particular requirements you may have are catered for.

Marmion House
Lichfield Street
Tamworth

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MINUTES OF A MEETING OF THE COUNCIL HELD ON 11th APRIL 2018

PRESENT: Councillor J Chesworth (Chair), Councillors P Thurgood, R Bilcliff, A Bishop, S Claymore, T Clements, D Cook, C Cooke, S Doyle, J Faulkner, R Ford, M Gant, S Goodall, M Greatorex, A James, A Lunn, T Madge, K Norchi, J Oates, M Oates, Dr S Peuple, S Peuple, R Pritchard, R Rogers, P Standen, M Summers and M Thurgood

The following officers were present: Andrew Barratt (Chief Operating Officer), Anica Goodwin (Head of Paid Service), Jane Hackett (Solicitor to the Council and Monitoring Officer) and Matthew Bowers (Head of Managed Growth, Regeneration and Development)

56 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Goodall, R Kingstone and T Peuple

57 TO RECEIVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 22 March 2018 were approved and signed as a correct record.

(Moved by Councillor D Cook and seconded by Councillor Dr S Peuple)

58 DECLARATIONS OF INTEREST

Declarations of Interest were received from Councillor S Peuple and she withdrew from the meeting

59 TO RECEIVE ANY ANNOUNCEMENTS FROM THE MAYOR, LEADER, MEMBERS OF THE CABINET OR THE CHIEF EXECUTIVE

Councillor D Cook announced "I am sure it has come to the attention of many Members that tragically Sarah Walters, the Green Party candidate for the

upcoming election in Glasgote passed away on Sunday. Anybody that stands up in our town for the democratic process that we all live through deserves our respect and I would therefore like to propose this meeting offers a minutes silence”.

Councillor Dr S Peple “May I, having only just been informed, second that”.

60 EXCLUSION OF THE PRESS AND PUBLIC

In accordance with the provisions of the Local Authorities (Executive Arrangements) (Meeting and Access to Information) (England) Regulations 2012, and Section 100A(4) of the Local Government Act 1972, the Press and Public be excluded from the meeting during the consideration of the following business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

(Moved by Councillor D Cook and seconded by Councillor Dr S Peple)

61 TOWN CENTRE LAND ACQUISITION

The Council considered the report of the Chief Operating Officer and endorsed the following recommendations:

Recommendations 1 to 5

(Moved by Councillor D Cook and seconded by Councillor Dr S Peple)

Recommendations 6 to 8 with an amendment to recommendation 8

(Moved by Councillor D Cook and seconded by Councillor R Pritchard)

The Mayor

COUNCIL

22 MAY 2018

REPORT OF THE LEADER OF THE COUNCIL

THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (MEETINGS AND ACCESS TO INFORMATION) REGULATIONS 2012

EXEMPT INFORMATION

None

PURPOSE

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012 specify and require *inter alia* under Regulation 19 that the executive leader must submit a report on a regular basis to Council containing details of particulars of each urgent executive decision and a summary of the matters in respect of which the decision was made.

RECOMMENDATIONS

That the Council endorse the Annual Executive Arrangements Report.

EXECUTIVE SUMMARY

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012 came into force on 10 September 2012 making provision for public access to meetings and to information relating to decisions of local authority executives and their committees and access to documents where executive decisions are made by individual members or officers.

At Tamworth Borough Council the regulations did not significantly change previous practice. The regulations were seen as a method of introducing greater openness and transparency in the decision making process and extended the circumstances in which local authority executive decisions were to be open to the public. The regulations require a document to be published of key decisions (a decision likely to result in the local authority incurring expenditure, which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates) with 28 days notice of an intended key decision whether it contains exempt information or not as the case may be. As the Council already produced and published a forward plan it retains this document adding additional information in terms of the regulations to ensure compliance. There are also regulations to deal with general exceptions and cases of special urgency including publicity requirements in relation thereto.

The regulations also impose a requirement on the executive leader to produce an annual report to the authority to demonstrate that the Executive is using its powers appropriately and complying with the regulations particularly in relation to urgent executive decisions.

Regulation 19 places an obligation on the executive leader to submit one report annually to the authority to include particulars of each urgent executive decision made and a summary of the matters in respect of which each decision was made. Since the regulations came into force on 10 September 2012, for the period 01 May 2017 until 30 April 2018 I can confirm that one decision has been taken by the executive under regulation 11, cases of special urgency. This decision was taken on 16 May 2017 and related to Arkall Farm and details can be found from the Appendix.

RESOURCE IMPLICATIONS

Implementation of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012 has no additional resource implications for the authority. Democratic Services have taken steps to ensure compliance with the regulations and produce a document compliant with the statutory provisions thus maintaining high standards of good governance.

LEGAL/RISK IMPLICATIONS BACKGROUND

The authority has put measures in place to ensure compliance with the Regulations by utilising existing software and publishing on the website a document, as required in terms of the said regulations, which we have named the Forward Plan.

SUSTAINABILITY IMPLICATIONS

It is essential that the executive operate in a lawful manner and in an open and transparent manner embodying good governance and leading the Authority and setting examples as a consequence.

BACKGROUND INFORMATION

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012.

REPORT AUTHOR

If members would like further information or clarification prior to the meeting please contact Jane M Hackett, Solicitor to the Council & Monitoring Officer on ext 258.

LIST OF BACKGROUND PAPERS

None.

APPENDICES

http://www.tamworth.gov.uk/sites/default/files/councillors_docs/Arkall-farm-decision-16-05-17.pdf

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COUNCIL

22 MAY 2018

REPORT OF THE LEADER AND SOLICITOR TO THE COUNCIL & MONITORING OFFICER

REVIEW OF THE CONSTITUTION AND SCHEME OF DELEGATION

EXEMPT INFORMATION

None

PURPOSE

To ensure lawfulness and operational functionality of the Governance process of the Council, as required by the endorsement and approval of the Constitution and Scheme of Delegation as required by Local Government legislation.

RECOMMENDATIONS

That the Council:

- 1) endorse the Constitution and Scheme of Delegation as presented in Appendix 1
- 2) adopt and approve the Constitution and Scheme of Delegation, and
- 3) allow a further report to Council on 6 June 2018 which will include required operational changes and amendments to align the Constitution and Scheme of Delegation with the proposed Senior Management Review.

EXECUTIVE SUMMARY

The Constitution and Scheme of Delegation as reviewed are adopted by Council at the first business meeting each year to ensure probity and legal compliance. Each year new legislation requires to be taken into account as well as any political arrangements and changes that have arisen from practical considerations.

At the time of writing the Council is currently consulting on a comprehensive review of senior management. As a result changes need to be incorporated into the Constitution and Scheme of Delegation, a full report on all the changes will be presented to Council on 6 June 2018.

In the last municipal year the Constitution Working Group consisting of the Leader and Deputy Leader of the Controlling group, Leader and Deputy Leader of the larger Opposition group and the leader of the minor Opposition group met on 16 December 2017 and 15 February 2018, the focus of the group again being the functionality of the overview and scrutiny committees. The group consider that the overview and scrutiny purpose has been improved by the creation of a third committee.

It was agreed that the Scrutiny Committees would meet prior to the end of each municipal year and plan ahead items for inclusion in the following year's work plan and take the proposals to the first Scrutiny meeting in the new municipal year.

Articles 13 and 15 of the Constitution require the Solicitor to the Council to maintain, monitor and review the operation of the Constitution to ensure that the aims and principles of the Constitution are given full effect. It also requires formal approval and adoption by the Council at the beginning of each municipal year. Year on year a raft of new legislation requires to be taken into account when updating and reviewing the constitution and Scheme of Delegation prior to adoption at full Council.

The Scheme of Delegation forms part 3 of the Constitution and also requires approval and adoption by the Council at the beginning of each municipal year in relation to those functions arising from the Local Government Act 1972 and subsequent legislation as well as those functions approved by the Leader in accordance with Section 14 of the Local Government Act 2000.

RESOURCE IMPLICATIONS

There is no extra financial resource required. No external advice was required for the review this municipal year.

LEGAL/RISK IMPLICATIONS BACKGROUND

Without a Constitution and Scheme of Delegation the Council could not operate effectively. The Council would run the risk of failure to comply with statutory requirements which in turn would expose the organisation to further vulnerability in relation to legal challenge and ultra vires operation. Such challenges could lead to serious financial and reputational damage.

SUSTAINABILITY IMPLICATIONS

It is essential that the Constitution and Scheme of Delegation are lawful, fit for purpose and utilised with a pragmatic approach to improve and enhance the democratic process of the Council and operation of its associated services. In addition there is no provision to cover the cost of legal challenge within any envisaged contingency

BACKGROUND INFORMATION

The Local Government Act 1972 (as amended) provides *inter alia* for a Constitution and Scheme of Delegation.

The Constitution sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people. Some of these processes are required by law, while others are a matter for the Council to choose. Accordingly the Constitution governs the Council's business. A link to the Constitution is contained in Appendix 2.

The Scheme of Delegation is a document whereby the Council delegates to certain officers powers to undertake functions and duties on behalf of the Authority. Tamworth Borough Council has operated a Scheme of Delegation for officers for several years. The proposed Scheme of Delegation does not purport to grant officers any additional authority to which is already provided, it merely seeks to formulate arrangements into a workable document.

REPORT AUTHOR

If members would like any further information or clarification prior to the meeting please contact Jane M Hackett, Solicitor to the Council and Monitoring Officer , Ext 258

LIST OF BACKGROUND PAPERS

The Local Government Act 1972

The Local Authorities (Functions and Responsibilities) (England) Regulations 2000

The Localism Act 2011

The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015

APPENDICES

Appendix 1 –

<http://tammodgov.tamworth.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13229>

Link to the Constitution and Scheme of Delegation 2017-18 16th edition

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COUNCIL

22 MAY 2018

REPORT OF THE SOLICITOR TO THE COUNCIL AND MONITORING OFFICER

REGULATION OF MEMBERS CONDUCT

PURPOSE

To advise Members on the number of complaints received for the period 01 May 2017 until 30 April 2018 in relation to alleged breaches of the Code of Conduct arising from implementation of Part 1 Chapter 7 of the Localism Act 2011 which introduced provisions to assist with the regulation of standards of conduct for elected and co-opted Councillors.

RECOMMENDATIONS

Members are requested to endorse the findings of the contents of the report.

EXECUTIVE SUMMARY

Since the establishment of the new Code of Conduct in July 2012 the new Standards regime has been well received by Members. In the year from 01 May 2017 until 30 April 2018 Members have maintained high standards of conduct and abided with the rules regarding interests, declarations and predetermination. Accordingly I can advise that in the period from 01 May 2017 until to 30 April 2018 one complaint was received. There is also an unresolved complaint from 4 July 2016.

The complaint was received on 5 March 2018. The complainant decided to pursue the complaint through another route thus the matter was closed.

The unresolved complaint is under investigation and a report will be made to Audit and Governance Committee for consideration.

RESOURCE IMPLICATIONS

The operation of the arrangements relating to Standards of Conduct does not have any additional resource implications for the Authority, however the process of investigation would have financial implications as it would be necessary to utilise external support in such circumstances.

LEGAL/RISK IMPLICATIONS BACKGROUND

Effective arrangements to deal with complaints provides the mitigating action necessary to ensure that the Authority meets its statutory obligations under the Localism Act 2011.

SUSTAINABILITY IMPLICATIONS

The arrangements ensure that the staff of the Council and the citizens of Tamworth benefit from a robust, open and transparent complaints process.

BACKGROUND INFORMATION

The Localism Act 2011 repealed Section 55 of the Local Government Act 2000 which provided the previous Standards regime. There still remains a requirement to deal with conduct issues and associated case-work. Accordingly the Audit and Governance Committee membership was increased and its remit was extended to deal with regulation of Members Conduct. In addition an Independent Person was appointed to assist the process albeit such person is not a member of the Committee.

REPORT AUTHOR

For further information please contact Jane M Hackett, Solicitor to the Council & Monitoring Officer on Extn: 258

LIST OF BACKGROUND PAPERS

Localism Act 2011
Code of Conduct for Members and arrangements for dealing with complaints

APPENDICES

None

COUNCIL

TUESDAY 22ND MAY 2018

REPORT OF THE LEADER OF THE COUNCIL

ANNUAL PAY POLICY & GENDER REPORTING

EXEMPT INFORMATION

N/A

PURPOSE

This report details Tamworth Borough Council's Pay Policy Statement so that statutory guidance as set out in S38 of the Localism Act is adhered to.

RECOMMENDATIONS

That the Council approve the Pay Policy Statement 2018 to for adoption and publication in line with the Localism Act 2011.

EXECUTIVE SUMMARY

Under section 112 of the Local Government Act 1972, the Council has the "power to appoint officers on such reasonable terms and conditions as authority thinks fit". This Pay Policy Statement (the 'statement' set out at Appendix1) 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 statement is to provide transparency with regard to the Council's approach to setting the pay of its employees by identifying;

- the methods by which salaries of all TBC employees are determined;
- the detail and level of remuneration of TBC's most senior staff i.e. 'chief officers', as defined by the relevant legislation;
- the Committees responsible for ensuring the provisions set out in this statement are applied consistently throughout the Council and recommending any amendments to the full Council.

Once approved by full Council, this policy statement will come into effect and will be subject to review on a minimum of an annual basis in accordance with the relevant legislation prevailing at that time.

OPTIONS CONSIDERED

n/a

RESOURCE IMPLICATIONS

There are no resource implications associated with this report. All pay is accounted for with the approved Council Budget; current salaries are budgeted at £11.6m for 2018/19.

LEGAL/RISK IMPLICATIONS BACKGROUND

Section 38 of the Localism Act must be complied with, therefore, so as to minimise risk this report must be approved by full Council.

SUSTAINABILITY IMPLICATIONS

None

BACKGROUND INFORMATION

The Council's first pay policy was introduced in 2012 and has been updated annually.

REPORT AUTHOR

Anica Goodwin, Head of Paid Service ext 225 and Zoe Wolicki HR Manager ext 223

LIST OF BACKGROUND PAPERS

Pay Policy 2017

APPENDICES

Appendix 1 Pay Policy 2018



PAY POLICY STATEMENT 2018

Document Status: Final

Document Ref: HRPP2018

Originator: Zoe Wolicki

Owner: Anica Goodwin

Version: 01.01.09

Date: April 18

For Approval by Appointments and Staffing /Full Council

Classification: SEC1 - Routine

Document Location

This document is held by Tamworth Borough Council, and the document owner is Anica Goodwin.

Printed documents may be obsolete; an electronic copy will be available on Tamworth Borough Councils Intranet. Please check for current version before using.

Revision History

Revision Date	Version Control	Summary of changes
17.01.13	2013	Update figures and spinal column points
09.01.14	2014	Reviewed & updated with 2013 pay settlement
10.02.15	2015	Updated following 2015 settlement
04.03.15	2015	Finalised figures based on recommendations of Leader & Appointments & Staffing Committee 26.2.15
17.02.16	2016	Reviewed & Updated
16.02.17	2017	Reviewed and updated
20.03.17	2017 final	Finalised for Full Council Approval
13.04.18	2018	New format, reviewed information and updated with 2018 pay settlement Addition of gender pay information

Key Signatories

Approvals Creation and Major Change

Name	Title	Approved
Appointments & Staffing	Head of Paid Service	
Full Council	Leader of the Council	

Approval Path

Major Change

Anica Goodwin

Andrew Barratt

Trade Union Liaison Group

Appointments & Staffing

CMT / Cabinet

Full Council

Action

Submission

Sponsor

Consultative Group

Approval

Corporate Approval

Council Approval

Document Review Plans

This document is subject to a scheduled annual review. Updates shall be made in accordance with business requirements and changes and will be with agreement with the document owner.

Distribution

The document will be available on the Intranet and published on our internet site.

Security Classification

This document is classified as SEC 1 Routine with access restricted to Tamworth Borough Council Staff and business partners.

1. Purpose and Scope of the Policy Statement

- 1.1 Section 38 (1) of the Localism Act 2011 requires the Council to prepare an Annual Pay Policy Statement.
- 1.2 The purpose of this statement is to provide transparency with regard to the Council's approach to setting the pay of its employees by identifying:
- The detail and level of salary for each of the Chief Officers as defined by relevant legislation
 - The salary of the lowest paid employee
 - The relationship between the salaries of Chief Officers and other employees
 - The methods by which salaries and grades of employees are determined
 - The committee responsible for ensuring the provisions set out in this statement are applied consistently throughout the council and recommending any amendments to full council
- 1.3 In determining the pay of all of its employees, the Council will comply with all relevant employment legislation. This includes the:
- Equality Act 2010 (incorporating the Gender Pay Gap Regulations 2017)
 - Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000,
 - Agency Workers Regulations 2010 and
 - Transfer of Undertakings (Protection of Earnings) Regulations 2006
 - National Minimum Wage (Amendment) Regulations 2018
- 1.4 This Pay Policy Statement applies to the Council's Chief Officers. It addresses the legal requirement to set out how pay is determined for this group. This includes the following posts within Tamworth Borough Council:
- Chief Operating Officer
 - Head of Paid Service
 - Directors
- 1.5 This Pay Policy Statement is a supplement to Tamworth Borough Council's overarching pay and associated policies which form part of the terms and conditions of employees. These include but are *not limited to*:
- Tamworth Borough Council Pay Policy
 - Job Evaluation Scheme
 - NJC Terms and Conditions of Employment (Green Book) JNC Terms and Conditions for Chief Executives
 - JNC Terms and Conditions for Chief Officers (Directors within Tamworth Borough Council are appointed to these Terms and Conditions).
 - Honorarium Policy
 - Travel, Subsistence & Expenses Policy
 - Market Supplement Policy
 - Flexible retirement Policy
 - Additional Payments Policy
 - Other Payments Policy
 - Augmented Payments Policy
 - Employer Pension Discretion Policy
- 1.6 Once approved by full council, this policy statement will come into immediate effect and will be subject to review on a minimum of an annual basis.

2. Arrangements for Officer Pay

- 2.1 The general terms and conditions of employment are governed by the following national agreements:
- Chief Operating Officer, Head of Paid Service, Executive Directors and Directors - JNC for Chief Officers of Local Authorities,
 - All other Employee Groups - NJC for Local Government Services
- 2.2 The Council uses two forms of Job Evaluation to identify officer pay. This is either through the Council's Gauge Job Evaluation Scheme or the Hay Evaluation Scheme. The Hay Job Evaluation scheme is used to evaluate the following roles within the Council.
- Chief Operating Officer
 - Head of Paid Service
 - Executive Directors and Directors
 - Heads of Service are evaluated under Gauge and Hay (this is due to the cross over point of the two schemes).
- All other posts within the Council are evaluated under the Gauge evaluation scheme in accordance with the agreed policies.
- 2.3 Based on the application of the relevant Job Evaluation process; the Council uses the nationally negotiated pay spine as the basis for its local grading structure. The Council remains committed to adherence with national pay bargaining in respect of the national pay spine and any annual cost of living increases negotiated within this. On 11th April 2018 Unions agreed a two year pay award with Local Government Employers at a national level for those staff covered by the National Joint Council which will last for the duration of this policy period. Within the 2018/19 financial year the Council will review the pay structure to protect the integrity of the Council's job evaluation scheme in the context of proposed increases to the NLW and the subsequent impact on other grades. **Appendix 1** details the Council's pay scales for 1st April 2018 to 31st March 2019.
- 2.4 In determining its grading structure and setting remuneration levels for all posts, 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.
- 2.5 The Chief Operating Officer and Head of Paid Service under the general scheme of delegation within the Council will determine the terms and conditions of employment of all officers.
- 2.6 The Council also recognizes that it may need to make additional payments to individuals taking on temporary assignments and responsibilities under the scope of the Council's Review of Grade/ Honorarium Policy. Where the level of remuneration cannot be determined using the job evaluation framework, this may be a discretionary payment of either one or two spinal column points. The Council retains the right to make payments not set within the pay scale, where these can be objectively justified.
- 2.7 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 and/or as determined by Council Policy. The Additional Payments Policy and Other Payments Policy specify such payments that may be made.

- 2.8 From time to time it may be necessary to take account of the external pay market in order to attract and retain employees with particular experience, skills and the Council retains the right within the Pay Policy to justify such a payment where necessary. The Council will ensure the requirement for such a payment (taking into account whole package comparisons) is objectively justified by reference to clear and transparent evidence of relevant market comparators, using appropriate data sources available from within and outside the local government sector in line with the Council's Market Supplement Policy. One officer currently is in receipt of such a payment.
- 2.9 Additional payments are made to any Council Officers who act as Returning Officers and carry out duties at elections. These payments are calculated according to the approved scale or set by a government department depending on the nature of the election. For the year commencing 1st April 2018 the annual payment will be £2758.52, in addition the Deputy Returning Officer receives 70% of this payment.
- 2.10 New appointments will normally be made at the lowest point of the relevant grade, although this can be varied where necessary to secure the best candidate with approval from the Head of Paid Service.
- 2.11 Tamworth Borough Council employees enjoy the benefit of a company paid healthcare cash plan at a cost of £10.95 per month per employee.
- 2.12 In exceptional circumstances the Council may make a payment to an individual under a Settlement Agreement. Such agreements protect the Council where there is a risk of compensation and/or damages claim, which could have high financial impact and/or damage the Council's reputation. Payments for all officers would be authorised by the Head of Paid Service. In the event a Settlement Agreement involving the Chief Operating Officer, the decision would be made by Full Council

3. Chief Officer Remuneration

- 3.1 For the purposes of this statement, senior management means ‘chief officers’ as defined within S43 of the Localism Act. The posts falling within the statutory definition are set out below, with details of their basic salary and allowances as at 1st April 2018. Pay award negotiations for JNC Chief Officers continue as the Unions have rejected the initial offer of 1% made.

Job Type / Allowance	Scale Point	Salary	Car Allowance
Chief Operating Officer	CD4	£84,055.80	£963.00
Honoraria		£15,000.00	
“O” License Allowance		£4,202.76	
Head of Paid Service	D9	£75,057.00	£963.00
Honoraria		£12,000.00	
Executive Director	CD4	£84,055.80	£1,239.00
Returning Officer Allowance		£2,758.56	
Responsibility Allowance		£1,836.00	
Executive Director	CD4	£84,055.80	£1,239.00
Director	D9	£75,057.00	£1,239.00
Director	D6	£68,687.16	£1,239.00
Deputy Returning Officer Allowance		£1,930.99	
Director	D6	£68,687.16	£963.00

4. Additions to Salary of Chief Officers

- 4.1 In the event that a Chief Officer vacancy is covered by the distribution of duties to other Chief Officers augmented payments will be made.
- 4.2 The salary details given in **Appendix 1** also provides details of additional payments made to chief officer salaries including:
- The “O” license for Vehicle Certificate of General Competence is paid in line with the Council’s Additional Payments Policy – License Holder Payments as approved in the 2007 Pay and Conditions Review.
 - Essential Car User Allowances as determined by the Council’s Travel, Subsistence & Expenses Policy and reviewed and updated in line with NJC rates.
 - Honoraria in line with the Council’s honorarium policy.
 - Returning Officer/Registration of Electors duties are determined by Electoral Registration Officer Section 8 Representation of the People Act 1983 and Returning Officer Section 35 Representation of the People Act 1983. They are based on the size of the electorate multiplied by a figure set by County Council on an annual basis.
- 4.3 The council does not apply any bonuses or performance related pay to its Chief Officers.

5. Relationship between the Remuneration of Chief Officers and others

- 5.1 In comparing the Chief Operating Officer pay with the wider workforce the Council will use the following definitions:
- The lowest-paid employee: the employee or group of employees with the lowest salary (full-time equivalent) employed by the Council at the date of assessment.
 - The median: the mid -point salary when full-time equivalent salaries are arranged in order of size (highest to lowest). Based on salary levels of staff on the date of assessment.
 - This excludes those employed on casual contracts of employment, but includes part time employees where their salaries are normalised to the full-time equivalent. It also excludes Apprentices who are employed on the Tamworth Borough Council apprentice pay grade.

Statutory guidance recommends that the most appropriate metric for measuring the relationship between pay rates as a multiple of Chief Executive pay to median salary. Tracking this multiple will allow the Council to ensure that public services are accountable for the relationship between top pay and that paid to the wider workforce.

	Annual Salary	Ratio to Highest
Highest Salary	£99,055.80	
Median (Mid-point) value	£23,111	1:4.3
Lowest full time salary	£16,394	1:6

6. **Lowest Paid Employee**

- 6.1 The lowest paid persons employed under a contract of employment with the Council are employed on full time 37 hours equivalent salaries in accordance with the minimum spinal column point currently in use within the Council's grading structure. As at 1st April 2018, the lowest spinal column point is spinal column point 6, **£16,394**.

The Council employs Apprentices or other such categories of workers who are not included within the definition of 'lowest paid employees' as they are employed under the Age Related National Minimum Wage

From 1st April 2018 the National Minimum Wage rates paid are:

25 and over	21 to 24	18 to 20	Under 18	Apprentice
£7.83	£7.38	£5.90	£4.20	£3.70

7. **Recruitment of Chief Officers**

- 7.1 The Council's policy and procedures with regard to recruitment of chief officers is set out within the Officer Employment Procedure Rules as detailed in Part 4 / Schedule 8 of the Constitution. When recruiting to all posts the Council will take full and proper account of its own Equality and Diversity, Recruitment and Selection, Employment Stability and Re-engagement Policies. The determination of the remuneration to be offered to any newly appointed chief officer will be in accordance with the pay structure.
- 7.2 Where the Council remains unable to recruit chief officers under a contract of service, or there is a need for interim support to provide cover for a vacant substantive chief officer post, the Council will, where necessary, consider and utilize engaging individuals under 'contracts for service' (subject to the relevant tests for compliance with IR35 Intermediaries Regulations). 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. The Council does not currently have any chief officers engaged under such arrangements.

8. **Payments on Termination - Chief Officers**

- 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. We have chosen not to adopt Regulations 12 and 13 of the Local Government Pension Scheme (Benefits, Membership and Contribution) Regulations 2007.
- 8.2 Any other payments falling outside the provisions (such as Settlement Agreements) or the relevant periods of contractual notice shall be subject to a formal decision made by the Head of Paid Service and Directors with delegated authority to approve such payments. These must be notified to members.
- 8.3 When the Enterprise Act 2016 (Commencement No. 2) Regulations 2017 are implemented the Council will ensure the cap on Exit Payments is observed.

9. Gender Pay Gap Reporting

- 9.1 The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 require Tamworth Borough Council to calculate and publish the pay gap between male and female employees each year. The first set of data is based on the pay situation as at 31st March 2017 and is published on the Tamworth Borough Council's and the Government's website. The Pay Gap Report is included as part of this policy, see **Appendix 2** - Gender Pay Gap Report 2017.

10. Accountability and Decision Making

- 10.1 In accordance with the Constitution of the Council, the Appointments and Staffing Committee are responsible for decision making in relation to the recruitment, pay, terms and conditions and severance arrangements in relation to employees of the Council. Where appropriate these may be delegated to the Head of Paid Service and Directors under the scheme of delegation.

11. Publication

- 11.1 Once approved by Full Council, this policy statement and any subsequent amendment will be published on the Council's website. Human Resources will be responsible for the annual review to ensure an accurate pay policy is published ahead of each financial year.
- 11.2 In accordance with the Code of Practice on Local Authority Accounting, the annual Statement of Accounts must include pay details of Senior Officers (as defined by the Accounts and Audit (England) Regulations 2011) where the salary is above £50,000 per annum. The following aspects must be included:
- salary, fees or allowances paid to or receivable by the person in the current and previous year;
 - any sums payable by way of expenses allowance that are chargeable to UK income tax;
 - any compensation for loss of employment and any other payments connected with termination;
 - any benefits received that do not fall within the above – including contribution to the person's pension

Appendix 1**Tamworth Borough Council Pay Scales 2018****(including the agreed pay award of at least 2% for all employees covered by the NJC agreement)****(The pay award for JNC Chief Executives and Chief Officers remains unsettled at this time)**

<u>Grade</u>	<u>Points</u>	<u>S.C.P.</u>	<u>Hourly Rate</u>	<u>Annual Salary</u>
		-	-	-
1	0-268	6	8.50	16394
2	269-	7	8.55	16495
	311	8	8.62	16626
		9	8.68	16755
		10	8.74	16863
		11	8.82	17007
3	312-	12	8.90	17173
	340	13	9.01	17391
		14	9.16	17681
		15	9.32	17972
		16	9.50	18319
		17	9.68	18672
4	341-	18	9.78	18870
	395	19	10.08	19446
		20	10.27	19819
		21	10.65	20541
		22	10.92	21074
5	396-	23	11.24	21693
	448	24	11.61	22401
		25	11.98	23111
		26	12.37	23866
		27	12.78	24657
		28	13.20	25463
6	449-	29	13.72	26470
	498	30	14.18	27358
		31	14.63	28221
		32	15.06	29055
		33	15.50	29909
		34	15.94	30756
7	499-	35	16.28	31401
	559	36	16.71	32233
		37	17.18	33136
		38	17.68	34106
8	560-	39	18.26	35229
	614	40	18.74	36153
		41	19.23	37107
		42	19.72	38052

9	615-	45	21.18	40858
	850	46	21.69	41846
		47	22.19	42806
		48	22.68	43757
		49	23.17	44697
10	700 (Guage 550 - 611 (HAY))	50	23.75	45814
		51	24.35	46976
		52	24.95	48133
Snr Mgt	612 - 635 (HAY)	SM1	28.28	54560
		SM2	29.18	56302
		SM3	30.09	58043
		SM4	31.29	60364
DIR1	636 - 701 (HAY)	D1	30.32	58498
		D2	31.20	60200
		D3	32.38	62474
		D4	33.56	64744
DIR2	702 - 774 (HAY)	D4	33.56	64744
		D5	34.57	66687
		D6	35.60	68687
DIR3	775-923 (HAY)	D7	36.67	70748
		D8	37.77	72870
		D9	38.90	75057
Exec Dir	924 - 964 (HAY)	CD2	41.21	79510
		CD3	42.39	81781
		CD4	43.57	84055
Chief Exec	1182 (HAY)	100	58.63	113120

Appendix 2 - Gender Pay Gap Report**Gender Pay Gap Report****March 2018****Background**

From April 2017, Employers with 250 or more employees are required to publish information each year to show the difference in average pay between male and female employees. All of the information in this report is based on salary data at a 'snapshot' date of 31st March 2017.

The gender pay gap report must set out the Council's results in relation to 6 calculations:

Mean Gender Pay Gap	The difference between the mean hourly rate of pay of male full pay relevant employees and that of female full pay relevant employees
Median Gender Pay Gap	The difference between the median hourly rate of pay of male full pay relevant employees and that of female full pay relevant employees
Mean Bonus Gap	The difference between the mean bonus pay paid to male relevant employees and that paid to female relevant employees
Median Bonus Gap	The difference between the median bonus pay paid to male relevant employees and that paid to female relevant employees
Bonus proportions	The proportions of male and female relevant employees who were paid bonus during the relevant period
Quartile Pay	The proportions of male and female full pay relevant employees in the lower, lower middle, upper middle and upper quartile pay bands

The council must publish its result both on its own website and the government gender pay gap service website all results for the snapshot date of 31st March 2017 can be found on the link below:

<https://gender-pay-gap.service.gov.uk/Viewing/search-results?p=1&search=&y=2017>

The data analysed relates to all employees of Tamworth Borough Council employed in temporary or permanent contracts on the reporting snapshot date (known as relevant employees). It includes those under an apprenticeship or contract to provide a service which falls under the IR35 regulations. Pay is based on ordinary pay which includes basic pay (hourly rate), contractual enhancements (such as stand by or essential car user) and sick pay. Pay excludes expenses, overtime pay, pay in lieu of leave, benefits in kind and redundancy pay.

Gender Pay Gap Outcomes

The results of the 6 required calculations are outlined below, based on data for the snapshot date of 31st March 2017.

Gender	Full-Pay Relevant Employee Count
Female	214
Male	132
Total	346

Mean Gender Pay Gap

The mean (average) gender pay gap is the difference between the mean hourly pay rate of relevant male employees and that of relevant female employees as a percentage of men's earnings.

Gender	Mean Hourly Rate
Female	13.11
Male	14.79
Mean Average	13.75

Therefore in TBC the hourly rate for women is **11.37%** lower than for men.

Median Gender Pay Gap

The median (middle value) gender pay gap is the difference between the median hourly pay rate of relevant male employees and that of relevant female employees as a percentage of men's earnings.

Gender	Median Hourly Pay
Female	12.18
Male	12.97
Average	12.8

Therefore in TBC the hourly rate for women is **6.05%** lower than for men.

Bonus Pay Gap

Tamworth Borough Council do not pay bonus payments to employees in line with the criteria within the scope of the data requirements and therefore we are unable to report on this element.

Quartile Pay Bands

The proportions and male and female relevant employees in the four quartiles

	No Employees	No Female	No Male	% Female	% Male
Lower Quartile	61	47	14	77.05%	22.95%
Lower Middle Quartile	109	65	44	59.63%	40.37%
Upper Middle Quartile	103	66	37	64.08%	35.92%
Upper Quartile	73	36	37	49.32%	50.68%

It should be noted that in all but the upper quartile we have a significantly higher percentage of female employees than male employees and the upper quartile is evenly balanced in terms of gender. It is therefore concluded that as our pay gap is 11% that we do have some work to do to redress the balance especially as we have a ratio of 1.62 female employees to every male employee.

Comparison to other organisations

The table below shows ONS data detailing the sector gender pay gap for 2017. TBC's gender pay gap is **significantly** lower than the national averages for both public and private sector organisations.

A		B	C	D
Table 13.12 Gender pay gap (%)[^] - For all employee jobs^{^^}: United Kingdom, 2017				
Description [*]	Code	Gender pay gap median	Gender pay gap mean	
Public sector		19.4	17.7	
Private sector		23.7	21.1	
Non-profit body or mutual association		22.1	19.4	
Not classified		8	34.6	

^{*} Gender pay gap defined as the difference between men's and women's hourly earnings as a percentage of men's earnings.

^{^^} Employees on adult rates whose pay for the survey pay-period was not affected by absence.

Source: Annual Survey of Hours and Earnings, Office for National Statistics.

Our Next Steps

1. Develop an action plan which endeavours to improve our gender pay gap to support our diversity and equality action plan.
2. Include the gender pay gap details and action plan in our annual pay policy.
3. Review our Diversity and Equality scheme to take into account gender pay gap issues.
4. Calculate the gender pay gap for the snapshot date of 31st March 2018 by 31st May 2018.

April 2018 - June 2018

June 2018

Mo	Tu	We	Th	Fr	Sa	Su
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2018

Mo	Tu	We	Th	Fr	Sa	Su
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

	Monday	Tuesday	Wednesday	Thursday	Friday
30 Apr		1 May	2	3	4
7	8		9	10	11
14	15		16	17	18
21	22	18:00 20:30 Mayor Making & Annual Council (Town Hall)	23	24	25
28	29	18:00 20:00 Equality & Diversity Update Seminar (Council Chamber) - Gibson, Laura	30	31	1 Jun
4	5	18:00 20:30 Planning (committee Rm 1)	6	7	8
4 - 7/6			18:00 20:30 Corporate Scrutiny (Committee Rm 1)	18:00 20:30 Appointments & Staffing (Committee Rm 1)	

30/4 - 3/5

7 - 10/5

21 - 24/5

28 - 31/5

June 2018 - July 2018

June 2018						
Mo	Tu	We	Th	Fr	Sa	Su
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

July 2018						
Mo	Tu	We	Th	Fr	Sa	Su
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

	Monday	Tuesday	Wednesday	Thursday	Friday
11 Jun	12	13	14	15	
11 - 15 Jun	18:00 20:30 Health & Wellbeing Scrutiny (Committee Rm 1)		18:00 20:30 Cabinet (Committee Rm 1)		
18	19	20	21	22	
18 - 22 Jun	18:00 20:30 I, S & G Scrutiny (Committee Rm 1)		18:00 20:30 Licencing (Council Chamber)		
25	26	27	28	29	
25 - 29 Jun		18:00 20:30 Cabinet (Grants) Sub (Committee Rm 1)			
2	3	4	5	6	
2 - 6 Jul	18:00 20:30 Planning (Committee Rm 1)		18:00 20:30 Cabinet (Committee Rm 1)		
9	10	11	12	13	
9 - 13 Jul	18:00 20:30 Appointments & Staffing (Committee Rm 1)				
16	17	18	19	20	
16 - 20 Jul	18:00 20:30 Council Meeting (Council Chamber)	18:00 20:30 Corporate Scrutiny (Committee Rm 1)			

July 2018 - August 2018

July 2018							August 2018						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												

	Monday	Tuesday	Wednesday	Thursday	Friday
23 Jul	24	25	26	27	
	18:00 20:30 Health & Wellbeing Scrutiny (Committee Rm 1)		18:00 20:30 Audit & Governance (Committee Rm 1)		
30	31	1 Aug	2	3	
	18:00 20:30 I, S & G Scrutiny (Committee Rm 1)		18:00 20:30 Cabinet (Committee Rm 1)		
6	7	8	9	10	
	18:00 20:30 Planning (Committee Rm 1)				
13	14	15	16	17	
		18:00 20:30 Corporate Scrutiny (Committee Rm 1)	18:00 20:30 Cabinet (Committee Rm 1)		
20	21	22	23	24	
			18:00 20:30 Licencing (Council Chamber)		
27	28	29	30	31	
27 - 30/8					

September 2018 - October 2018

September 2018							October 2018						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
3	4	5	6	7	8	9	1	2	3	4	5	6	7
10	11	12	13	14	15	16	8	9	10	11	12	13	14
17	18	19	20	21	22	23	15	16	17	18	19	20	21
24	25	26	27	28	29	30	22	23	24	25	26	27	28

	Monday	Tuesday	Wednesday	Thursday	Friday
3 Sep	4	5	6	7	
	18:00 20:30 Planning (Committee Rm 1)	18:00 20:30 Nominations (Committee Rm 1)	18:00 20:30 Cabinet (Committee Rm 1)		
10	11	12	13	14	
	18:00 20:30 Council (Council Chamber)				
17	18	19	20	21	
	18:00 20:30 Appointments & Staffing (Committee Rm 1)		18:00 20:30 Cabinet (Committee Rm 1)		
24	25	26	27	28	
		18:00 20:30 Cabinet (Grants) Sub (Committee Rm 1)			
1 Oct	2	3	4	5	
	18:00 20:30 Planning (Committee Rm 1)				
8	9	10	11	12	
		18:00 20:30 Corporate Scrutiny (Committee Rm 1)	18:00 20:30 Licencing (Council Chamber)		

October 2018 - November 2018

October 2018							November 2018						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7	5	6	7	8	9	10	11
8	9	10	11	12	13	14	12	13	14	15	16	17	18
15	16	17	18	19	20	21	19	20	21	22	23	24	25
22	23	24	25	26	27	28	26	27	28	29	30		
29	30	31											

	Monday	Tuesday	Wednesday	Thursday	Friday
15 Oct	16	17	18	19	
15 - 18/10	18:00 20:30 Health & Wellbeing Scrutiny (Committee Rm 1)		18:00 20:30 Cabinet (Committee Rm 1)		
22	23	24	25	26	
22 - 25/10	18:00 20:30 I, S & G Scrutiny (Committee Rm 1)		18:00 20:30 Audit & Governance (Committee Rm 1)		
29	30	31	1 Nov	2	
5	6	7	8	9	
5 - 8/11	18:00 20:30 Planning (Committee Rm 1)		18:00 20:30 Cabinet (Committee Rm 1)		
12	13	14	15	16	
12 - 15/11	18:00 20:30 Appointments & Staffing (Committee Rm 1)	18:00 20:30 Corporate Scrutiny (Committee Rm 1)			
19	20	21	22	23	
19 - 22/11		18:00 20:30 Cabinet Grants (Sub) Committee (Committee Rm 1)	18:00 20:30 Cabinet Grants (Sub) Committee (Committee Rm 1)	18:00 20:30 Licencing (Council Chamber)	

December 2018

December 2018

January 2019

Mo	Tu	We	Th	Fr	Sa	Su
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Mo	Tu	We	Th	Fr	Sa	Su
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

	Monday	Tuesday	Wednesday	Thursday	Friday
26 Nov		27 18:00 20:30 Health & Wellbeing Scrutiny (Committee Rm 1)	28	29 18:00 20:30 Cabinet (Committee Rm 1)	30
3		4 18:00 20:30 Planning (Committee Rm 1)	5	6	7
10		11 18:00 20:30 Council (Town Hall)	12	13	14
17		18 18:00 20:30 I, S & G Scrutiny (Committee Rm 1)	19 18:00 20:30 Cabinet Grants (Sub) Committee (Committee Rm 1)	20 18:00 20:30 Cabinet (Committee Rm 1)	21
24		25	26	27	28
31		1 Jan 19	2	3	4

26 - 29/11

3 - 6/12

10 - 13/12

17 - 20/12

24 - 27/12

31/12 - 3/1

January 2019 - February 2019

February 2019

January 2019

Mo	Tu	We	Th	Fr	Sa	Su
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

Mo	Tu	We	Th	Fr	Sa	Su
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

	Monday	Tuesday	Wednesday	Thursday	Friday
7 Jan	8	9	10	11	
7 - 10/1	18:00 20:30 Planning (Committee Rm 1)		18:00 20:30 Licencing (Council Chamber)		
14	15	16	17	18	
	18:00 20:30 Appointments & Staffing (Committee Rm 1)				
21	22	23	24	25	
	18:00 20:30 Health & Wellbeing Scrutiny (Committee Rm 1)		18:00 20:30 Cabinet (Committee Rm 1)		
28	29	30	31	1 Feb	
	18:00 20:30 I, S & G Scrutiny (Committee Rm 1)	18:00 20:30 Joint Scrutiny (Budgets) (Committee Rm 1)			
4	5	6	7	8	
	18:00 20:30 Planning (Committee Rm 1)	18:00 20:30 Corporate Scrutiny (Committee Rm 1)		18:00 20:30 Cabinet (Committee Rm 1)	
11	12	13	14	15	
11 - 14/2					

February 2019 - March 2019

February 2019							March 2019						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
4	5	6	7	8	9	10	4	5	6	7	8	9	10
11	12	13	14	15	16	17	11	12	13	14	15	16	17
18	19	20	21	22	23	24	18	19	20	21	22	23	24
25	26	27	28				25	26	27	28	29	30	31

	Monday	Tuesday	Wednesday	Thursday	Friday
18 Feb	19	20	21	22	23
18 - 21/2				18:00 20:30 Cabinet (Committee Rm 1)	
25	26	27	28	1 Mar	
25 - 28/2	18:00 20:30 Council (Budget) (Council Chamber)				
4	5	6	7	8	
4 - 7/3	18:00 20:30 Planning (Committee Rm 1)	18:00 20:30 Health & Wellbeing Scrutiny (Committee Rm 1)	18:00 20:30 Licencing (Council Chamber)		
11	12	13	14	15	
11 - 14/3	18:00 20:30 Council State of Tamworth Debate (Council Chamber)	18:00 20:30 Corporate Scrutiny (Committee Rm 1)	18:00 20:30 Audit & Governance Standards Sub (Committee Rm 1)		
18	19	20	21	22	
18 - 21/3	18:00 20:30 Council (Council Chamber)	18:00 20:30 Cabinet (Grants) Sub (Committee Rm 1)	18:00 20:30 Cabinet (Committee Rm 1)		
25	26	27	28	29	
25 - 28/3	18:00 20:30 Appointments & Staffing * (Committee Rm 1)				

April 2019 - May 2019

April 2019							May 2019						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7	6	7	8	9	10	11	12
8	9	10	11	12	13	14	13	14	15	16	17	18	19
15	16	17	18	19	20	21	20	21	22	23	24	25	26
22	23	24	25	26	27	28	27	28	29	30	31		
29	30												

	Monday	Tuesday	Wednesday	Thursday	Friday
1 Apr	2	3	4	5	
	18:00 20:30 I, S & G Scrutiny * (Committee Rm 1)		18:00 20:30 Audit & Governance * (Committee Rm 1)		
8	9	10	11	12	
	18:00 20:30 Planning * (Committee Rm 1)		18:00 20:30 Cabinet * (Committee Rm 1)		
15	16	17	18	19	
22	23	24	25	26	
			18:00 20:30 Licencing * (Council Chamber)		
29	30	1 May	2	3	
6	7	8	9	10	
6-9/5					

1 - 4/4

8 - 11/4

Page 41

22 - 25/4

29/4 - 2/5

May 2019 - June 2019

June 2019

May 2019

Mo	Tu	We	Th	Fr	Sa	Su
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Mo	Tu	We	Th	Fr	Sa	Su
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

	Monday	Tuesday	Wednesday	Thursday	Friday
13 May	14	15	16	17	
20	21	22	23	24	
27	28	29	30	31	
3	4	5	6	7	
10	11	12	13	14	
17	18	19	20	21	

13 - 17 May

20 - 24 May

27 - 31 May

3 - 7 Jun

10 - 14 Jun

17 - 21 Jun