



New Forest
DISTRICT COUNCIL

Council Meeting Agenda

12 September 2022



SUMMONS

To All Members of the Council

You are hereby summoned to attend a meeting of the District Council to be held in Council Chamber - Appletree Court, Beaulieu Road, Lyndhurst, SO43 7PA on Monday, 12 September 2022, at 6.30 pm.



Kate Ryan
Chief Executive

Appletree Court, Lyndhurst, Hampshire. SO43 7PA
www.newforest.gov.uk

This Agenda is also available on audio tape, in Braille, large print and digital format

Members of the public may watch this meeting live on the [Council's website](#).

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AGENDA

Apologies

1. **MINUTES** (Pages 7 - 14)

To confirm the minutes of the meeting held on 11 July 2022 as a correct record.

2. **DECLARATIONS OF INTERESTS**

To note any declarations of interests made by members in connection with an agenda item. The nature of the interests must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

3. **CHAIRMAN'S ANNOUNCEMENTS**

4. LEADER'S ANNOUNCEMENTS

5. REPORTS OF THE CABINET (Pages 15 - 16)

To consider the reports of the Cabinet dated:-

- 29 July 2022; and
- 7 September 2022 (to follow)

6. REPORT OF THE HR COMMITTEE (Pages 17 - 18)

To consider the report of the HR Committee dated 11 August 2022.

7. QUESTIONS

Under Standing Order 22.

8. NOTICES OF MOTION

Motion 1

In accordance with Standing Order 21, Cllr Tipp will move the following motion:-

"This Council:-

- *is concerned about the number of cases reported to the RSPCA each year, regarding pets being given as prizes via fairgrounds, social media and other channels in England - and notes the issue predominantly concerns goldfish.*
- *is concerned for the welfare of those animals that are being given as prizes.*
- *recognises that many cases of pets being given as prizes may go unreported each year.*
- *supports a move to ban the giving of live animals as prizes, in any form, on New Forest District Council land.*

The Council agrees to:

- *ban outright the giving of live animals as prizes, in any form, on New Forest District Council land.*
- *write to the UK Government, urging an outright ban on the giving of live animals as prizes on both public and private land."*

Cllr Bennison will second the motion.

Motion 2

In accordance with Standing Order 21, Cllr M Wade will move the following motion:-

"The cost of living crisis affects all areas of our nation. However, many members of the farming community, so important in the production of 54% of the nation's food supply, are struggling to survive in the current financial environment and this includes many of New Forest's farmers. A thriving agricultural sector is crucial to New Forest's economy, landscape, and environment.

This Council notes the cost of animal feed is up by 60% and fertilizer cost by

200%. In the last year, these and other increased costs are against a backdrop of a changing subsidy regime from the government with some farms at risk of losing up to 20% of their income this way. This is leading to many farmers to decide to give up their farms or raise food prices to survive further impacting the cost of living of ordinary New Forest residents.

This Council sees that some farmers are being forced to sell their back up land, which has Forest Rights and the loss of this land has serious impact on the sustainability of the ancient New Forest tradition of communing if alternative support for local farmers is not made available.

This Council recognises that government funding schemes to help farmers exist but due to the current financial environment different approaches need to be considered to improve on the ongoing support.

Therefore, this Council will write to the Secretary of State for Environment, Food and Rural Affairs expressing its concerns about financial state of the farming community and request greater financial support for Farmers to be able to continue to produce food for the UK market at sustainable prices.”

Cllr Harrison will second the motion.

Under the provisions of Standing Order 41, the above motions, after being proposed and seconded (without speeches), should stand referred to the Cabinet, or to the Cabinet or such Committees or Panels as the Council may determine. However, the Chairman may allow the motion(s) to be dealt with at this meeting if he considers it urgent, convenient or conducive to the despatch of business.

9. QUESTIONS TO PORTFOLIO HOLDERS UNDER STANDING ORDER 22A

To ask questions of Portfolio Holders. Questions received will be tabled at the meeting. (Members are reminded that questions must be submitted to the Chief Executive or to the Executive Head of Governance and Housing by not later than noon on Friday 9 September 2022).

10. RECRUITMENT OF STRATEGIC DIRECTOR - PLACE, OPERATIONS AND SUSTAINABILITY (Pages 19 - 22)

To establish the recruitment process for the position of Strategic Director – Place, Operations and Sustainability.

11. MEETING DATES 2023/24

To agree the following dates of meetings for 2023/24 (Mondays at 6.30pm):

22 May 2023 (AGM)
10 July 2023
11 September 2023
9 October 2023
11 December 2023
26 February 2024
8 April 2024
13 May 2024 (AGM)

12. MEMBERSHIP OF COMMITTEES AND PANELS

To consider any changes to the membership of Committees or Panels that might be proposed by the political groups.

13. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

Agenda Item 1

11 JULY 2022

NEW FOREST DISTRICT COUNCIL

Minutes of a meeting of the New Forest District Council held on Monday, 11 July 2022.

- * Cllr Alan O'Sullivan (Chairman)
- * Cllr Neville Penman (Vice-Chairman)

Councillors:

- * Alan Alvey
- * Diane Andrews
- * Ann Bellows
- * Sue Bennison
- * Geoffrey Blunden
- * Hilary Brand
- * Alex Brunsdon
- Fran Carpenter
- Louise Cerasoli
- * Mark Clark
- * Steve Clarke
- * Jill Cleary
- * Anne Corbridge
- * Keith Craze
- * Kate Crisell
- * Sean Cullen
- * Jack Davies
- * Steve Davies
- * Arthur Davis
- * Sandra Delemare
- * Philip Dowd
- * Jan Duke
- * Barry Dunning
- Jacqui England
- Richard Frampton
- * Allan Glass
- * Andrew Gossage
- * Michael Harris
- * David Harrison

Councillors:

- * David Hawkins
- Edward Heron
- * Jeremy Heron
- Alison Hoare
- Maureen Holding
- * Christine Hopkins
- * Mahmoud Kangarani
- Joshua Kidd
- * Emma Lane
- Martyn Levitt
- * Alexis McEvoy
- Ian Murray
- * Stephanie Osborne
- Caroline Rackham
- * Alvin Reid
- * Joe Reilly
- Barry Rickman
- * Tony Ring
- * Steve Rippon-Swaine
- * David Russell
- * Ann Sevier
- * Michael Thierry
- Beverley Thorne
- * Derek Tipp
- * Neil Tungate
- * Alex Wade
- * Malcolm Wade
- * Christine Ward
- * John Ward

*Present

Officers Attending:

Kate Ryan, Rebecca Murphy, Chris Noble, Grainne O'Rourke, Nicola Plummer, Manjit Sandhu, Claire Upton-Brown and Matt Wisdom.

Apologies

Apologies for absence were received from Cllrs Carpenter, Cerasoli, England, Frampton, E Heron, Holding, Kidd, Rackham, Rickman and Thorne.

12 MINUTES

RESOLVED:

That the minutes of the meeting held on 16 May 2022, be confirmed.

13 DECLARATIONS OF INTERESTS

There were no declarations of any disclosable pecuniary interests by Members.

Cllr Harrison, for transparency purposes, declared his membership of Totton and Eling Town Council.

14 CHAIRMAN'S ANNOUNCEMENTS

Engagements

The Chairman reported on the following recent engagements:-

26 May 2022

Alongside the Vice-Chairman and immediate Past Chairman, three trees were planted at Appletree Court in celebration of Her Majesty the Queen's Platinum Jubilee. This was followed by a very successful staff thank you event with the Leader and Chief Executive.

The Chairman added that he had attended a number of other celebratory events for the Platinum Jubilee, both in the District and also across Hampshire.

6 June 2022

Attended the Lord-Lieutenant of Hampshire's Reception for New Mayors and Chairmen in Winchester.

9 June 2022

Attended the High Sheriff's Summer Garden Party in Exbury.

20 June 2022

Alongside the Leader of the Council, the Armed Forces Flag at Appletree Court was raised.

10 July 2022

Attended New Milton Town Council's commemoration of the Indian Memorial at Barton-on-Sea.

18 June 2022

The Vice-Chairman represented the District at the Royal Lymington Yacht Club's Centenary Regatta, attended by HRH The Princess Royal.

3 July 2022

Cllr Derek Tipp, past Chairman represented the District at the National Motor Museum's 50th Anniversary celebrations in Beaulieu, hosted by Lord Montague.

15 LEADER'S ANNOUNCEMENTS

There were none.

16 REPORTS OF THE CABINET

The Deputy Leader of the Council first presented the report of the Cabinet meeting held on 4 May 2022 and moved the adoption of the recommendations. Cllr J Heron seconded the motion.

Paragraph 1 – Shaping a Vision and Plan for the Future of Totton

A local Member welcomed the focus on Totton, particularly in the context of the town centre. It was requested that consideration was given to the role of the Town Council and Neighbourhood Plan team in this work. An example of improved tree planting was cited as one of a number of lower cost initiatives to enhance the area.

In response to concerns on a town focused approach, the Portfolio Holder for Finance, Investment and Corporate Services reassured Members that Totton was a sensible starting point. However, many communities across the District would see the benefit of the Council's initiatives in regeneration over time.

Paragraph 4 – Commercial Property Opportunity

In response to concerns on the risk to the Council of investing in uncertain times, the Portfolio Holder for Finance, Investment and Corporate Services highlighted the long term strategy of the Council in this area. With robust checks in the commercial sector, the strategy placed the Council in a strong position.

RESOLVED:

That the report be received and the recommendations be adopted.

The Deputy Leader of the Council then presented the report of the Cabinet meeting held on 1 June 2022 and moved that it be received. Cllr J Heron seconded the motion.

Paragraph 1 – Dibden Golf Club Rent Review and Lease Variation

The Chair of the Dibden Golf Club Working Group placed on record her thanks to Members and Officers for their work in reaching a sensible contract variation that protected both the Council and the delivery of services by the Council's partner, Mytime Active.

A local Member encouraged Members to continue holding Mytime Active to account to ensure the promotion of golf to younger people in the District.

Paragraph 3 – New Forest National Park Partnership Plan 2022-2027

One Member highlighted the importance of working in partnership to encourage affordable and sustainable transport in the District and particularly in the National Park.

RESOLVED:

That the report be received.

The Deputy Leader of the Council then presented the report of the Cabinet meeting held on 6 July 2022 and moved the adoption of the recommendations. Cllr J Heron seconded the motion.

Paragraph 1 – Waste Strategy 2022-2027

Cllr Harrison moved an amendment to the recommendations, as follows:-

“This Council undertakes to hold a referendum, allowing local people to have a say before the method of household waste collection is changed from the plastic sack system to wheelie bins.”

Cllr J Davies seconded the amendment.

Those in favour of the amendment highlighted the significance of the service changes detailed in the Waste Strategy, and that local people should have a choice. The detail on how support and education on the strategy would be provided was also sought. Despite good responses to the consultation, it was suggested that this still fell short of the numbers required to ensure a wide understanding of the proposed service changes across the District. The mandate for such changes was questioned.

Those against the amendment cited the extensive consultation undertaken on the strategy. The costs of a referendum were also noted as significant. The development of the strategy had been the subject of a cross-party Task and Finish Group that had studied the national, regional and local context in great detail since May 2021. Some Members suggested it was duty of councillors to make policy decisions once elected, rather than defer to a referendum.

A request for a recorded vote on the amendment did not receive the required support of the Council.

Put to the vote, the amendment was lost.

Cllr Kangarani moved an amendment to the recommendations, as follows:-

“That NFDC implements a 65% recycling target, including food waste, with immediate effect and to reach that target within two years of instigating any new system. NFDC would also look at extending that target to 70% recycled by 2030.”

Cllr Clark seconded the amendment.

Those in favour of the amendment cited authorities with much higher recycling rates and that the target could be adjusted accordingly. It was suggested that increased

targets could assist with the prevention of fly tipping. An ambitious target was seen by some Members as a tool to ensure residents bought into the service changes, providing education on the benefits of both a reduction in waste and increased recycling rates. This was also in support of the Council's declaration of a Climate Change and Nature Emergency.

Those against the amendment highlighted the difficulty in comparing other local authority areas to the unique nature of the New Forest, with vast rural areas alongside villages and more urban town centres. Additionally, the comparisons made with authorities in Wales were challenging given the different methodology to England in measuring rates of recycling. The target was suggested to be an initial opportunity with a new service delivery model that would inevitably be reviewed over time.

The Chairman of the Environment and Sustainability Overview and Scrutiny Panel referred to the Panel's detailed consideration of the proposals, alongside the work of the Task and Finish Group. Attention was drawn to the umbrella arrangements in Hampshire with the County Council as the disposal authority and the importance of working together on a strategy that supported the shared objectives of collection authorities in Hampshire. An increase in recycling was also in part dependent on the materials that the County Council could process as the disposal authority.

Put to the vote, the amendment was lost.

The substantive motion was put to the vote and carried.

Paragraph 2 – Annual Performance and Provisional Budget Outturn

In response to concerns on the surplus for 2021/22, the Portfolio Holder for Finance, Investment and Corporate Services confirmed that good financial planning would often result in the rescheduling of projects budgeted for within a financial year, to another more appropriate year, taking into account the individual circumstances of each project.

Paragraph 4 – Digital Strategy

One Member highlighted the debate at the Cabinet regarding the value placed on Information Offices for residents seeking non-digital contact with the Council. The Portfolio Holder for Finance, Investment and Corporate Services reiterated the commitment to telephone or in person options for residents. However, many residents sought to interact with the Council in digital manner and the Digital Strategy provided a platform to improve in this area to the benefit of service users. The Chairman of the Corporate Affairs and Local Economy Overview and Scrutiny Panel highlighted the significant reassurance given at the Panel Meeting on this issue.

The motion was put to the vote and carried.

Paragraph 6 – Deprivation within the New Forest

Cllr J Davies moved an amendment, to support the original motion put to the Council meeting of 16 May 2022, detailed in full as follows:-

"This Council notes:

- *The alarming news that 4 out of 114 neighbourhoods across the New Forest are in the top 20% most deprived neighbourhoods for income deprivation in England according to the 2019 Index of Multiple Deprivation.*

This Council further notes:

- *The Cost of Living Crisis, which is expected to get worse, will push more local households into poverty.*
- *That the cost of living crisis has a disproportionate effect on people in the most deprived neighbourhoods.*
- *There are many different areas of deprivation included within the Index of Multiple Deprivation. These include: income deprivation; employment deprivation; education, skills, and training deprivation; health and disability deprivation; crime deprivation; income deprivation affecting children; income deprivation affecting older people; living environment deprivation; and housing deprivation.*
- *There are two neighbourhoods within the New Forest which are in the top 20% most deprived neighbourhoods for income deprivation affecting children. These two neighbourhoods are contained within Butts Ash and Dibden Purlieu ward and Pennington ward respectively.*

This Council recommends:

1. *A Task and Finish Group* be set up to form a plan to tackle deprivation across the New Forest with a particular emphasis on the 4 most deprived neighbourhoods for income deprivation.
That this Task and Finish Group reports to the Community, Partnerships and Wellbeing Overview and Scrutiny Panel.
2. *Overall Deprivation is included as a key priority within the Corporate Plan and include the responsibility for reducing overall deprivation within the priorities of the Portfolio Holder for Partnering and Wellbeing."*

Cllr A Wade seconded the amendment.

One Member expressed disappointment that the original motion was not accepted by the Cabinet and had been replaced by a proposed new motion. It was suggested that a focus in the Corporate Plan would highlight the issue as a new priority.

The Portfolio Holder for Finance, Investment and Corporate Services highlighted the range of local organisations that provided support to residents, many of which worked very closely with the Council. These included Citizens Advice New Forest, Community First Wessex, the local foodbanks and charities such as Youth and Families Matter. Work was ongoing to ensure data was collected to drive a Poverty Action Plan, alongside the establishment of a Cost of Living Steering Group.

Cllr J Davies summed up his amendment, highlighting the importance of a plan and strategy for a long term solution to the cost of living.

The Deputy Leader, in summary, reiterated the actions taking place, including the Cost of Living Steering Group which would consider matters such as deprivation and socio-economic drivers.

A request for a recorded vote on the amendment did not receive the required support of the Council.

Put to the vote, the amendment was lost.

The substantive motion was put to the vote and carried.

Paragraph 8 – Greener Housing Strategy 2022-2032

A number of Members welcomed this strategy. The Chairman of the Greener Housing Task and Finish Group placed on record his thanks to Members and Officers for their work on the subject.

One Member highlighted the importance of communication and education to ensure that the Council, in getting its own housing stock in line, showed communities what they could do to meet greener standards in their homes.

The motion was put to the vote and carried.

Paragraph 9 – Scheme of Members’ Allowances – Report of the Independent Remuneration Panel (IRP)

The motion was put to the vote and carried.

RESOLVED:

That the report be received and the recommendations be adopted.

17 QUESTIONS

There were none.

18 QUESTIONS TO PORTFOLIO HOLDERS UNDER STANDING ORDER 22A

There were none.

19 MEMBERSHIP OF COMMITTEES AND PANELS

RESOLVED:

That the following changes to Committee and Panel Memberships, be agreed:-

General Purposes and Licensing Committee

Cllr Kangarani to be replaced by Cllr J Davies.

HR Committee

Cllr Kangarani to be replaced by Cllr Clark.

CHAIRMAN

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REPORT OF CABINET

(Meeting held on 29 July 2022)

1. UK SHARED PROSPERITY FUND (MINUTE NO 25)

The Cabinet, having noted the purpose of the UK Shared Prosperity Fund, endorsed the priority themes for use of the Council's funding allocation as part of the fund, and delegated authority to the Chief Executive to submit the detailed plan for the Council to Government in line with published timescales.

The UK Shared Prosperity Fund Prospectus, launched in April 2022 as part of the Levelling Up agenda, provides £2.6 billion of funding intended to reduce inequalities between communities. The funding covers the three year period up to March 2025.

New Forest District Council's allocation of the fund is £1 million, which requires an investment plan to be submitted to Government, as at Appendix 1 of Cabinet 4 of the Cabinet Agenda. It should be noted that the majority of funding is due to be received in year three of the programme.

At the Cabinet meeting, it was emphasised that partnership working was at the heart of the programme, with the Freeport initiative a clear example of how many partners could come together to deliver benefits to an area. In addition, the ongoing work as part of the programme would position the Council to compete effectively for future funding streams, bringing about consideration of future projects in a proactive manner.

The Cabinet welcome the support from MPS and local partners, and looking forward to working together collaboratively to develop the programme following Government approval of the Investment Plan.

2. FINANCIAL MONITORING REPORT (BASED ON PERFORMANCE APRIL TO JUNE 2022 INCLUSIVE (MINUTE NO 26))

The Cabinet, having noted the latest budget forecasts of the General Fund, Capital and HRA, alongside the impact that utility and general inflation is forecast to have on the Council's budgets, is recommending to Council on required budget variations. Furthermore, there will be the need to identify mitigating actions to address what are largely unavoidable cost pressures, including a review of service charges within the HRA.

The Council had originally budgeted for a 2% pay award within its Annual Budget 2022/23, a level consistently applied by local authorities across the country. Following the publication of the Cabinet agenda and papers, the National Employers for Local Government Services met and put their final proposal to the unions, of a fixed uplift to all pay points of £1,925. As a fixed award, this creates a bottom loading impact on the Council's pay structure, applying an increase of between 10.5% - 2.93% respectively from Bands 1-11. In order to meet this award, an additional £1.2 million would be required across the General Fund (£900,000) and HRA (£300,000) budgets. These increases would also need to be accounted for in the Council's medium term financial planning.

The Cabinet, as part of this provision, is recommending that the lowest paid employees within the Council's structure are paid 20p per hour ahead of where the final nationally agreed minimum sat.

Although there is an ongoing period of union negotiation, the recommendation below allows the Council to put in place the necessary forecast supplementary salary budget,

which in turn provides for the opportunity to enable the Council to reflect the pay award in staff pay at the earliest allowed opportunity, once agreed.

At the Cabinet meeting, the unprecedented challenges in the global economy were noted, which were having a significant impact on the Council and its partners. The priority remains to maintain services for residents. Matters in relation to the support for Freedom Leisure will be the subject of a report to a future meeting.

RECOMMENDED:

- 1. In recognition of the pay offer made by the National Employers for Local Government services on the 25th July 2022, an increase to the Council's salary budget for 2022/23 be approved, at a total forecast additional cost of £1,200,000, noting that the retained pension fund deficit budget will be used to cover the General Fund cost at £900,000, and that the Acquisition and Development Reserve will be used to cover the HRA cost at £300,000.***

**COUNCILLOR E HERON
CHAIRMAN**

REPORT OF HR COMMITTEE

(Meeting held on 11 August 2022)

1. LEADERSHIP REVIEW OUTCOME (MINUTE NO 18)

The Committee has considered proposals following a review of the Council's senior officer leadership structure.

It is proposed that the Council move to a Tier 2 structure with 3 strategic positions:

Strategic Director – Housing, Communities and Governance

Strategic Director – Corporate Resource and Transformation

Strategic Director – Place, Operations and Sustainability.

Under existing policies and based on the suggested groupings there would be two natural successors for the posts above; Strategic Director - Housing Communities and Governance and Strategic Director - Corporate Resource and Transformation.

The new roles were designed to enable a greater focus on strategic change and working with external partners, and it was anticipated that the related additional costs would be recovered from savings resulting from the transformation of services over the next 5 years. The new structure had been chosen after researching other districts in Hampshire and comparator authorities across England and to deliver what was an ambitious delivery and transformation agenda.

There is no natural successor to the post of Strategic Director - Place, Operations and Sustainability and therefore it is recommended that the Council engages the services of an Executive Search Agency to ensure the Council attracts the best candidates from the widest possible field for this post.

A separate report on the Council agenda deals with the establishment of the selection process, including the appointment panel.

RECOMMENDED:

- (a) That the proposals as set out in Report 4 of the HR Committee agenda be agreed, and that separate recommendations be made to the Council on detailed arrangements for the recruitment of a Strategic Director of Place, Operations and Sustainability.**
- (b) That the revised pay bandings recommended by the independent pay consultant as set out in Appendix 1 of Report 4 of the HR Committee agenda be adopted.**

2. EXTENSION TO MARKET SUPPLEMENTS (MINUTE NO 21)

The has Committee considered proposed changes to market supplements.

It had become clear that the Council's ability to recruit to posts higher than Band 10 had become increasingly difficult due to wider market circumstances as evidenced by recent recruitment campaigns. Ultimately this could impact on the Council's ability to deliver on the corporate priorities and for some roles may impact statutory service

delivery. Feedback from recruitment agencies is that with an increasingly competitive market and some people choosing to opt for consultancy day rates rather than a permanent position means that at times the Council is not able to compete with the market. It is proposed that the use of the current Market Supplement policy should be extended to include Bands 11 and 12.

It is proposed that in exceptional circumstances and only where evidenced, that the Chief Executive in conjunction with the S151 Officer and in discussion with the relevant Portfolio Holder, could agree to an increased percentage over and above the agreed 10% limit in the current policy. This increased percentage would not exceed 15% and would apply to all posts up to and including band 12. The increased percentage might be applicable for specialist roles, where there was exceptional market demand, for example in Fire Safety, where the market was very competitive in both the public and private sector.

It was emphasised that whilst market supplements were necessary under some circumstances, market conditions were always changing and it was important that there was a 12 month review.

RECOMMENDED:

That the proposed changes to market supplements as set out in the Report 7 of the HR Committee agenda, be approved.

3. PROPOSED CHANGES TO BANDS 1-4 (MINUTE NO 26)

The Committee has considered a number of changes in the pay structure for Bands 1-4 which were proposed for implementation from 1st October 2022.

In addition, the current Employers side offer in the national negotiations stands at £1,925 on each spinal column point. It was proposed to implement this, backdated to 1st April 2022 for bands 1-4 to assist our lowest paid employees.

At its meeting, the Committee endorsed the proposal that the Leader and Chief Executive commence a dialogue with the regional union representatives, with a view to gaining their support for the proposals recommended within Report 12 of the HR Committee agenda.

NOTES:

The outcome of this dialogue confirms that the unions anticipate the national pay negotiations concluding by the end of October. In light of this, the preference is to wait for this national agreement and then reflect the pay award to all staff at the earliest opportunity thereafter.

The other proposed changes to bands 1-4, outside of pay award, will now be picked up in a separate report to the next HR Committee, which will consolidate proposed changes across the entire NFDC pay spine, maintaining an 'effective from' date of 1st October 2022.

Therefore, there are no recommendations to Council on this item.

**COUNCILLOR E HERON
CHAIRMAN**

COUNCIL – 12 SEPTEMBER 2022

RECRUITMENT OF STRATEGIC DIRECTOR – PLACE OPERATIONS AND SUSTAINABILITY

1. RECOMMENDATIONS

1.1 That the Council agrees:-

- (a) The Strategic Director's pay band as set out at paragraph 3.2;
- (b) External recruitment is the preferred recruitment and selection process;
- (c) That an Appointment Panel be authorised to undertake the selection process as set out in section 4 and in accordance with the Council's Constitution;

The appointment panel will comprise:

- Leader of the Council
- Deputy Leader of the Council
- Chief Executive
- Leader of the Opposition
- Two relevant Portfolio Holders to be determined by the Leader of the Council

2. INTRODUCTION

- 2.1 The Chief Executive has undertaken a review of the Leadership team. After a robust consultation process the decision has been taken to move from four Executive Heads to three Strategic Directors.
- 2.2 This will enable the council to align itself to the corporate priorities and be in a good position to meet the challenges of the future. It would also give renewed focus to the Strategic Leadership Team.
- 2.3 Two of the Strategic Director positions will be filled by internal candidates using the natural successor criteria with the council's agreed policies.
- 2.4 There is no natural successor to the position of Strategic Director – Place, Operations and Sustainability.

3. DECISION TO APPOINT

- 3.1 The position of Strategic Director will be a permanently established post. A review by an independent pay consultant has been undertaken to establish a suitable positioning for the three Strategic Director posts within the Councils existing salary structure.
- 3.2 The proposed pay band is set out below. It is proposed that the salary set out is offered, with progression through spinal column points 74 – 76 based on good performance. Spinal Column Points 77 and 78 are performance points and are available based on excellent performance in relation to operational objectives.

Spinal column point	Salary
74	£89,216
75	£91,842
76	£94,584
77	£97,437
78	£100,358

- 3.3 It is proposed that the new Strategic Director is appointed on the terms and conditions agreed following an external selection process.
- 3.4 The successful candidate would be eligible for relocation expenses under the councils existing policy subject to meeting the relevant criteria.
- 3.4 The Council will ultimately be responsible for approving the appointment of the Strategic Director.

4. SELECTION PROCESS

- 4.1 On the basis that a selection process will need to be undertaken it is necessary to agree what that process will be.
- 4.2 It is recommended that the Council undertakes an external selection process to ensure that we attract the best candidates from the widest possible field and that we engage the services of an Executive Search Agency.
- 4.3 The Executive Search Agency would be asked to assist with the initial recruitment and selection stages. It is important that due regard is taken of all the employment legislation surrounding recruitment including equal opportunities legislation.
- 4.4 It is anticipated that the Executive Search Agency will assist in the initial shortlisting and will provide the panel with the final 4 to 6 applicants recommended for interview.
- 4.5 It is proposed that an Appointment Panel will be convened as set out in 1.1(c) above. The Panel will be supported by the Service Manager – Human Resources. The Panel will make a recommendation to the Council.

5. EQUALITY AND DIVERSITY IMPLICATIONS

- 5.1 As noted in 3.2 above, external recruitment will ensure that we attract candidates from the widest possible field.
- 5.2 The use of an Executive Search Agency will ensure that all equality legislation is fully adhered to as these agencies follow strict codes of practice in this regard.

6. FINANCIAL IMPLICATIONS

- 6.1 The proposed restructure, going from four Executive Heads to three Strategic Directors, will result in an estimated saving in the region of £113,000 per annum.
- 6.2 The investment in senior leadership through this review will require funding of up to £200,000 per annum to be included within the Council's Medium Term Financial Plan. The wider leadership team of the Council will all be clear on the role they will play in delivering a modern and transformed Council, including the delivery of

necessary savings and income required to balance the Council's budget over the medium term. Any one-off redundancy costs arising as a result of this review will be funded by accrued reserves.

For further information please contact

Heleana Aylett
Service Manager – Human Resources
Heleana.aylett@nfdc.gov.uk
Tel: 02380 285662

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