

BERKHAMSTED TOWN COUNCIL

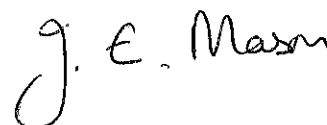
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8 January 2019

SUMMONS TO ALL MEMBERS

Notice is hereby given that there will be a meeting of the **Finance & Policy Committee** in the Council Chamber, Civic Centre, Berkhamsted, on Monday 14 January 2019 at 7.30pm for the purpose of transacting the business set out in the agenda below, and you are hereby summoned to attend.



Mrs J Mason
Town Clerk

MEMBERS:

Councillors	B Newton (Chair) J Jones (Vice Chair) S Bateman C Green T Ritchie G Stevens G Yearwood
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SUBSTITUTE MEMBERS:

Councillors	G Corry P Matthews I Reay
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EX OFFICIO

Councillor	S Beardshaw	Town Mayor
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MEMBERS OF THE PUBLIC ARE INVITED TO ALL MEETINGS OF THE TOWN COUNCIL

AGENDA

OPENING MATTERS

- FP 01/19** To receive **apologies for absence**
- FP 02/19** To receive **declarations of interest** regarding items on the agenda
- FP 03/19** To approve the **minutes of the previous meeting** held on 10 December 2018.
- FP 04/19** **Chair's Communications**

- (i) Chiltern Society newsletter December 2018
(171218)*
- (ii) BDCC Networking Breakfast - Wednesday 9th January 2019
(211218)*
- (iii) HAPTC Bulletin January 3rd
(080119)*
- (iv) Ashridge Estate: Woodland Management Plan - Public Consultation
A reminder has been received dated 4 January 2019 regarding an invitation to attend a session on 22 January about the National Trust's Woodland Management Plan for Ashridge Estate.
(211218 & 080119)*

A volunteer to attend is sought who could then give feedback to T & E at the 4 February 2019 meeting.

*(Date circulated to Councillors)

- FP 05/19** To suspend **Standing Orders to allow public participation**

FINANCIAL MATTERS

- FP 06/19** **Grant Application**

No applications have been received.

- FP 07/19** **Income and Expenditure including Receipts and Payments Schedule**

- (i) To **note and approve** the Income and Expenditure and Variance Analysis at 30 November 2018. (To follow)
- (ii) **Receipts and Payments Schedule for the period 1 November – 30 November 2019** has been sent to Cllrs B Newton and G Stevens for scrutiny and they will report back as appropriate at the meeting. (To follow)

- FP 08/19** **NALC Employment Briefing E02-18 | 2018-2019 National Salary Award & December 2018**

- (i) To **receive** the above briefing document which confirms a 2% increase in scheduled salaries for all staff to be implemented with effect from 1 April 2019 (attached).

Due to the introduction of the national living wage, the NJC agreement includes the introduction of a new pay spine on 1 April 2019 and the attachment translates the existing spinal column points and scale ranges used in the sector to the new scales. This does not affect the pay received by Town Council staff or the range of each pay scale, however, the numbering of each salary point is rationalised.

- (ii) To **authorise** the Town Clerk to write to each staff member advising them of the above and to make the necessary arrangements with payroll at David Lindon's.

FP 09/19 Hertfordshire Pension Fund's Annual Employers Forum 16 January 2019

To **note** that the Town Clerk will be attending this meeting in Stevenage from 9 1am – 1 pm.

FP 10/19 Budget preparation 2019/20 - Estimates of Income & Expenditure

To **consider** the draft budget proposals for 2018/19 to be put to Full Council for approval on 28 January 2019. (Papers to follow – please note that the Town Clerk is meeting with Cllrs B Newton and G Stevens during the week prior to the meeting to review proposals prior to circulation to other councillors.)

YOUTH MATTERS

FP 11/19 Youth Town Council

To **note** that there have been no meetings of the Youth Town Council since the last meeting of F & P. The next meeting is scheduled for Wednesday 16 January 2019.

JEM 080119

7 DECEMBER 2018

EMPLOYMENT BRIEFING E02-18 | 2018-2019 NATIONAL SALARY AWARD

The National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2019-2020 to be implemented from 1 April 2019.

The attached Annex lists the new pay scales for clerks and other employees employed under the terms of the model contract including SCPs 50 and above. These calculations have been checked by the ALCC and are based on the changes agreed by the NJC. These should be applied from 1 April 2019

Due to the introduction of the national living wage, the NJC agreement includes the introduction of a new pay spine on 1 April 2019 and the attachment translates the existing spinal column points and scale ranges used in the sector to the new scales.

© NALC 2018

ANNEX 1

SCP	1 April 2018	1 April 2019			Old SCP[s]	Scale Ranges
	£ per annum	New SCP	£ per annum	* £ per hour		Based on New SCP
6	£16,394	1	£17,364	£9.02	6/7	Below LC Scale (for staff other than clerks)
7	£16,495					
8	£16,626	2	£17,711	£9.21	8/9	
9	£16,755					
10	£16,863	3	£18,065	£9.39	10/11	
11	£17,007					
12	£17,173	4	£18,426	£9.58	12/13	
13	£17,391					
14	£17,681	5	£18,795	£9.77	14	
15	£17,972	5	£18,795	£9.77	15	
16	£18,319	6	£19,171	£9.96	16/17	
17	£18,672					
18	£18,870	7	£19,554	£10.16	18	LC1 (7-12) (substantive benchmark range)
19	£19,446	8	£19,945	£10.37	19	
20	£19,819	9	£20,344	£10.57	20	
		10	£20,751	£10.79		
21	£20,541	11	£21,166	£11.00	21	
22	£21,074	12	£21,589	£11.22	22	
		13	£22,021	£11.45		LC1 (13-17) (above substantive range)
23	£21,693	14	£22,462	£11.67	23	
24	£22,401	15	£22,911	£11.91	24	
		16	£23,369	£12.15		
25	£23,111	17	£23,836	£12.39	25	
		18	£24,313	£12.64		LC2 (18-23) (below substantive range)
26	£23,866	19	£24,799	£12.89	26	
27	£24,657	20	£25,295	£13.15	27	
		21	£25,801	£13.41		
28	£25,463	22	£26,317	£13.68	28	
29	£26,470	23	£26,999	£14.03	29	LC2 (24-28) (substantive benchmark range)
30	£27,358	24	£27,905	£14.50	30	
31	£28,221	25	£28,785	£14.96	31	
32	£29,055	26	£29,636	£15.40	32	
33	£29,909	27	£30,507	£15.86	33	
34	£30,756	28	£31,371	£16.31	34	
35	£31,401	29	£32,029	£16.65	35	LC2 (29-32) (above substantive benchmark range)
36	£32,233	30	£32,878	£17.09	36	
37	£33,136	31	£33,799	£17.57	37	
38	£34,106	32	£34,788	£18.08	38	

ANNEX 1

SCP	1 April 2018	1 April 2019			Old SCP[s]	Scale Ranges
	£ per annum	New SCP	£ per annum	* £ per hour		Based on New SCP
39	£35,229	33	£35,934	£18.68	39	LC3 (33-36) (below substantive range)
40	£36,153	34	£36,876	£19.17	40	
41	£37,107	35	£37,849	£19.67	41	
42	£38,052	36	£38,813	£20.17	42	
43	£39,002	37	£39,782	£20.68	43	LC3 (37-41) (substantive benchmark range)
44	£39,961	38	£40,760	£21.19	44	
45	£40,858	39	£41,675	£21.66	45	
46	£41,846	40	£42,683	£22.18	46	
47	£42,806	41	£43,662	£22.69	47	
48	£43,757	42	£44,632	£23.20	48	LC3 (42-45) (above substantive benchmark range)
49	£44,697	43	£45,591	£23.70	49	
50	£45,816	44	£46,732	£24.29	50	
51	£46,957	45	£47,896	£24.89	51	LC4 (46-49) (below substantive range)
52	£48,138	46	£49,101	£25.52	52	
53	£49,331	47	£50,318	£26.15	53	
54	£50,421	48	£51,429	£26.73	54	
55	£51,832	49	£52,869	£27.48	55	
56	£53,131	50	£54,194	£28.17	56	LC4 (50-54) (substantive benchmark range)
57	£54,455	51	£55,544	£28.87	57	
58	£56,272	52	£57,397	£29.83	58	
59	£58,082	53	£59,244	£30.79	59	
60	£59,901	54	£61,099	£31.76	60	LC4 (55-62) (above substantive benchmark range)
61	£61,732	55	£62,967	£32.73	61	
62	£63,541	56	£64,812	£33.69	62	
63	£65,372	57	£66,679	£34.66	63	
64	£67,167	58	£68,510	£35.61	64	
65	£68,869	59	£70,246	£36.51	65	
66	£70,607	60	£72,019	£37.43	66	
67	£72,387	61	£73,835	£38.38	67	
68	£74,217	62	£75,701	£39.35	68	

*** Hourly Rates**

As per the national agreement, hourly rates are calculated by dividing annual salary by 52 weeks and then by 37 hours rounded to the third decimal place.