

To: Paul Osborn (Chairman) Heather Johnson  
David Andrews (Vice Chairman) Chris Kennedy  
Susan Barker Graham McAndrew  
Ross Houston Gordon Nicholson

A meeting of the **EXECUTIVE COMMITTEE** (Quorum – 4) will be held by remote access on:

**THURSDAY, 21 NOVEMBER 2024 AT 10:00**

at which the following business will be transacted:

## **AGENDA**

### **Part I**

1 To receive apologies for absence

2 **DECLARATION OF INTERESTS**

Members are asked to consider whether or not they have disclosable pecuniary, other pecuniary or non-pecuniary interests in any item on this Agenda. Other pecuniary and non-pecuniary interests are a matter of judgement for each Member. (Declarations may also be made during the meeting if necessary.)

3 **MINUTES OF LAST MEETING**

To approve the Minutes of the meeting held on 24 October 2024 (copy herewith)

4 **PUBLIC SPEAKING**

To receive any representations from members of the public or representative of an organisation on an issue which is on the agenda of the meeting. Subject to the Chairman's discretion a total of 20 minutes will be allowed for public speaking and the presentation of petitions at each meeting.

5 **2024/25 PAY AWARD**

Paper E/868/24

Presented by Victoria Yates, Head of Human Resources

6 Such other business as in the opinion of the Chairman of the meeting is of sufficient urgency by reason of special circumstances to warrant consideration.

- 7 Consider passing a resolution based on the principles of Section 100A(4) of the Local Government Act 1972, excluding the public and press from the meeting for the items of business listed on Part II of the Agenda, on the grounds that they involve the likely disclosure of exempt information as defined in those sections of Part I of Schedule 12A of the Act specified beneath each item. (There are no items currently listed for consideration in Part II.)

13 November 2024

Shaun Dawson  
Chief Executive

**LEE VALLEY REGIONAL PARK AUTHORITY**

**EXECUTIVE COMMITTEE  
24 OCTOBER 2024**

Members Present: Paul Osborn (Chairman) Chris Kennedy  
David Andrews (Vice Chairman) Graham McAndrew  
Susan Barker Gordon Nicholson  
Ross Houston (remote)

Apologies Received From: Heather Johnson

In Attendance: John Bevan, David Gardner

Officers Present: Shaun Dawson - Chief Executive  
Beryl Foster - Deputy Chief Executive  
Dan Buck - Corporate Director  
Jon Carney - Corporate Director  
Keith Kellard - Head of Finance  
Julie Smith - Head of Legal  
Paul Roper - Head of Projects & Funding Delivery  
Claire Martin - Head of Planning  
Marigold Wilberforce - Head of Property  
Sandra Bertschin - Committee & Members' Services Manager  
Lindsey Johnson - Committee & Members' Services Officer

Also present: Kevin Bartle – S151 Officer (London Borough of Enfield)

Part I

355 DECLARATIONS OF INTEREST

There were no declarations of interest.

356 MINUTES OF LAST MEETING

**THAT the minutes of the meeting held on 19 September 2023 be approved and signed.**

357 PUBLIC SPEAKING

No requests from the public to speak or present petitions had been received for this meeting.

358 2025/26 REVENUE BUDGET – METHODOLOGY, ASSUMPTIONS AND TIMETABLE Paper E/868/24

The report was introduced by the Chief Executive, including:

- the Authority's current 2024/25 financial position was stable with a small surplus projected for year end;
- anticipated total cash balances at year end was around £7.5m which was less favourable than previous years;
- the Authority faced a number of inflationary and budget pressures in the coming years;

- a significant amount of the Authority's work was asset management where costs had increased above the rate of inflation;
- uncertainty remained over the retention fee for the construction of Lee Valley Ice Centre following Buckingham Group Contracting Ltd's administration; and
- any capital investment would need to be funded externally.

Member comments included:

- the need to apply for exemption as per local authorities from expected increase in employer national insurance contributions;
- concern regarding potential costs in regard to the administration process of Buckingham Group Contracting Ltd;
- the need for a sinking fund for asset maintenance given the forecast that the asset maintenance reserve will be fully spent;
- the importance of funding for investment in the wider Park open spaces and "green" initiatives; and
- there was financial uncertainty until the outcome of the forthcoming national Budget was known.

**(1) the principles, assumptions and methodology for the 2025/26 revenue and capital budgets as set out in paragraphs 10 to 13 of Paper E/868/24 was approved.**

359 RISK REGISTER 2024/25

Paper E/867/24

The report was introduced by the Corporate Director, including that following the request of Audit Committee a review of SR11 'Impact of Brexit on Authority' was being undertaken.

In response to Members it was advised:

- each of the services have their own risk reduction and business continuity plans;
- there were layers of processes and procedures below the Risk Register; and
- any changes required arising from the forthcoming Procurement Act would be incorporated into processes and procedures.

Members requested that consideration be given to the reporting of materialised risks.

**(1) the Corporate Risk Register, included at Appendix A to Paper AUD/453/24 attached as Annex A to Paper E/867/24; and**

**(2) the update of the arrows and addition of a key in the Risk Register was noted.**

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Chairman

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Date

The meeting started at 11.20am and ended at 11.45am

## **2024/25 PAY AWARD**

Presented by the Head of Human Resources

### **EXECUTIVE SUMMARY**

The purpose of this report is to advise Members of the outcome of the 2024/25 national pay award negotiations contractually applicable for employees on scale points 2 to 43 and to consider the pay award increase for employees on scale points above this range.

### **RECOMMENDATIONS**

- Members Note:
- (1) the 2024/25 pay award for officers on the National Joint Council scale as described in paragraphs 1 to 3 of this report;
  - (2) the 2024/25 pay award for the Chairman and Vice Chairman in line with the National Joint Council pay award as described in paragraph 14 of this report; and
- Members Consider:
- (3) the 2024/25 pay award for officers on pay point 44 and above in line with the National Joint Council pay award as described in paragraphs 10 to 12 of this report.

### **BACKGROUND**

- 1 The Authority was notified on 24 October 2024 that agreement had been reached by employers and the relevant unions in respect of the 2024/25 pay award for National Joint Council (NJC) for Local Government Services.
- 2 The agreed pay award effective 1 April 2024 is an increase of £1,290 on all NJC pay points 2 to 43. The NJC Circular and new pay rates are attached in Appendix A to this report.
- 3 Part of this national agreement is to also pay an increased London Weighting Rate for Outer London Allowance (currently £2,173 per annum) with a 2.5% increase from 1 April 2024, i.e. £2,227 per annum. The Authority has previously taken a decision not to pay the Outer London Allowance to officers on Head of Service pay grades and above.

- 4 The Authority's senior officers which include Heads of Service, Corporate Directors, the Deputy Chief Executive and the Chief Executive are not covered by the national negotiations. This applies to 16 members of staff. The NJC advice is that where the national scale has been extended locally that in essence this is a local agreement, and it is up to the individual employer to decide whether to apply the increase for staff above pay point 43.
- 5 In March 2006 at the Appraisal and Remuneration Committee (Paper AR3) Members took a decision to implement a local pay framework at Lee Valley Regional Park Authority to provide discretion to reward job performance and take into account external market conditions, for Heads of Service and above.
- 6 The Authority's casual workers are paid hourly on rates that align with the NJC scale hourly rates, so these will also be increased accordingly and backdated where necessary.
- 7 The previous nationally agreed pay award for employees on pay points 2 to 43 was in 2023/24 and was an increase of £1,925 on all NJC pay points 2 to 43, and a recommendation of a 3.88% rise for those above SCP43.
- 8 Heads of Service, Corporate Directors, the Deputy Chief Executive and the Chief Executive on pay points above those covered by the national negotiations last received a pay award in 2023/24 also with an increase of 3.88% (in line with the national pay award), which was approved by Executive Committee in November 2023 (Paper E/826/23).
- 9 Local Authority Chief Executive Officers are covered by separate negotiations with the Joint Negotiating Committee for Chief Executives of Local Authorities (JNC). The JNC has agreed an increase of 2.5% with effect from 1 April 2024 for all officers within scope of the JNC for Chief Executives of Local Authorities. This pay agreement covers the period 1 April 2024 to 31 March 2025. The JNC Circular is attached at Appendix B to this report. However, the Chief Executive's pay at this Authority has always followed in line with other Senior Officers of the Authority and not been in the scope of the JNC pay award.

#### **PAY AWARD 2024/25**

- 10 Following advice from the NJC it is for Members to determine what, if any, pay award should be applied to Senior Officers, Heads of Service, Corporate Directors, the Deputy Chief Executive and the Chief Executive on pay points above those covered by the national negotiations.
- 11 The NJC advised in their pay agreement circular that all locally determined pay points above the maximum of the pay spine but graded below deputy chief officer, should be increased by 2.5%. The NJC circular is attached at Appendix A to this report.
- 12 The Authority currently has 16 employees who are on pay points above those covered by the national negotiations.
- 13 All employees on NJC pay points 2 to 43 will receive the increase of £1,290 effective from 1 April 2024. This covers 107 staff.

- 14 The Chairman and Vice-Chairman will receive an increase of 2.5% on their allowance effective from 1 April 2024. It was approved by Authority in October 2023 (Paper A/4343/23) that the Authority annually index link the allowances paid to the Chairman and Vice-Chairman to the percentage annual increase for local government staff as agreed each year by the National Joint Council for Local Government Services.

### **ENVIRONMENTAL IMPLICATIONS**

- 15 There are no environmental implications arising directly from the recommendations in this report.

### **FINANCIAL IMPLICATIONS**

- 16 A £1,290 pay award on all pay points 2 to 43 and a 2.5% increase on pay points 44 and above across the whole Authority represents expenditure of £233,500 including additional employer national insurance and pension contributions.
- 17 The pay rise represents an average increase of 3.40% at the Authority, with those employees at the bottom of the scale (pay point 2) seeing a substantially higher increase of 5.77%, and those on the top NJC pay point 43 seeing an increase of 2.5%.
- 18 The 2024/25 budget incorporated an allowance for a 4% pay rise for all officers, which represented an increase to the employee base of £275,300.
- 19 If officers above pay point 43 are also awarded a pay increase of 2.5% the cost will be circa £45,400 in 2024/25 compared to a budgeted increase of £73,000.
- 20 If all officers, including those above point 43, receive a pay increase, the budget saving for 2024/25 will be £41,800. If officers above point 43 don't receive the 2.5% increase, the total budget saving £87,200.
- 21 With uncertainty around inflation, and future pay rises, we have provisionally allowed an average of 4% pay rise allowance in the Medium Term Financial Plan for 2025/26.

### **HUMAN RESOURCE IMPLICATIONS**

- 22 These are dealt with in the main body of this report.

### **LEGAL IMPLICATIONS**

- 23 There are no legal implications arising directly from the recommendations in this report.

### **RISK MANAGEMENT IMPLICATIONS**

- 24 There are no risk management implications arising directly from the recommendations in this report.

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**PREVIOUS COMMITTEE REPORTS**

Executive	E/09/09	Annual Pay Award 2009/10	22 October 2009
Executive	E/300/13	2013/14 Pay Award	26 September 2013
Executive	E/381/14	2014-16 Pay Award	18 December 2014
Executive	E/452/16	2016-18 Pay Award	16 June 2016
Executive	E/561/18	2018/19 and 2019/20 Pay Award	24 May 2018
Executive	E/690/20	2020/21 Pay Award	24 September 2020
Executive	E/758/22	2021/22 Pay Award	10 March 2022
Executive	E/787/22	2022/23 Pay Award	17 November 2022
Executive	E/826/23	2023/24 Pay Award	23 November 2023

**APPENDICES ATTACHED**

Appendix A	2024/25 NJC Pay Agreement Circular
Appendix B	2024/25 JNC Pay Agreement Circular

**LIST OF ABBREVIATIONS**

NJC	National Joint Council
JNC	Joint Negotiating Committee for Chief Executives of Local Authorities



# National Joint Council for local government services

**Employers' Secretary**  
Naomi Cooke

**Trade Union Secretaries**

Mike Short, UNISON  
Sharon Wilde, GMB

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**To: Chief Executives in England, Wales and N Ireland  
(to be shared with Finance Director and HR Director)  
Regional Employer Organisations  
Members of the National Joint Council**

22 October 2024

Dear Chief Executive,

## **LOCAL GOVERNMENT SERVICES PAY AGREEMENT 2024**

Employers are encouraged to implement this pay award as swiftly as possible.

Agreement has been reached on rates of pay applicable from **1 April 2024** (covering the period 1 April 2024 to 31 March 2025). The new pay rates, each increased by £1,290 per annum, are attached at **Annex 1**.

All locally determined pay points above the maximum of the pay spine but graded below deputy chief officer, should be increased by 2.50 per cent, in accordance with Green Book Part 2 Para 5.4<sup>1</sup>.

The new rates for allowances, uprated by 2.50 per cent, are set out at **Annex 2**.

### **Joint work**

It has been agreed that there will be joint discussions on how the NJC can capture gender, ethnicity and disability pay gap information that will be of most benefit to the sector.

### **Backpay for employees who have left employment since 1 April 2024**

If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2024 to the employee's last day of employment.

When salary arrears are paid to ex-employees who were in the LGPS, the employer must inform its local LGPS fund. Employers will need to amend the CARE and final pay figures (if the ex-employee has pre-April 2014 LGPS membership) accordingly.

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<sup>1</sup> The Green Book Part 2 Para 5.4 provides that posts paid above the maximum of the pay spine but graded below deputy chief officer are within scope of the NJC. The pay levels for such posts are determined locally, but once fixed are increased in line with agreements reached by the NJC.

Further detail is provided in [section 15 of the HR guide](#) and the [Backdated Pay Award FAQs](#), which are available on the [employer resources section](#) of [www.lgpsregs.org](http://www.lgpsregs.org).

Yours faithfully,

*Naomi  
Cooke*

**Naomi Cooke**

*M. R. Short*

**Mike Short**

*Sharon Wilde*

**Sharon Wilde**

## ANNEX 1

SCP	01-Apr-23		01-Apr-24	
	per annum	per hour	per annum	per hour
1	<i>Deleted wef 01 Apr 23</i>			
2	£22,366	£11.59	£23,656	£12.26
3	£22,737	£11.79	£24,027	£12.45
4	£23,114	£11.98	£24,404	£12.65
5	£23,500	£12.18	£24,790	£12.85
6	£23,893	£12.38	£25,183	£13.05
7	£24,294	£12.59	£25,584	£13.26
8	£24,702	£12.80	£25,992	£13.47
9	£25,119	£13.02	£26,409	£13.69
10	£25,545	£13.24	£26,835	£13.91
11	£25,979	£13.47	£27,269	£14.13
12	£26,421	£13.69	£27,711	£14.36
13	£26,873	£13.93	£28,163	£14.60
14	£27,334	£14.17	£28,624	£14.84
15	£27,803	£14.41	£29,093	£15.08
16	£28,282	£14.66	£29,572	£15.33
17	£28,770	£14.91	£30,060	£15.58
18	£29,269	£15.17	£30,559	£15.84
19	£29,777	£15.43	£31,067	£16.10
20	£30,296	£15.70	£31,586	£16.37
21	£30,825	£15.98	£32,115	£16.65
22	£31,364	£16.26	£32,654	£16.93
23	£32,076	£16.63	£33,366	£17.29
24	£33,024	£17.12	£34,314	£17.79
25	£33,945	£17.59	£35,235	£18.26
26	£34,834	£18.06	£36,124	£18.72
27	£35,745	£18.53	£37,035	£19.20
28	£36,648	£19.00	£37,938	£19.66
29	£37,336	£19.35	£38,626	£20.02
30	£38,223	£19.81	£39,513	£20.48
31	£39,186	£20.31	£40,476	£20.98
32	£40,221	£20.85	£41,511	£21.52
33	£41,418	£21.47	£42,708	£22.14
34	£42,403	£21.98	£43,693	£22.65
35	£43,421	£22.51	£44,711	£23.17
36	£44,428	£23.03	£45,718	£23.70
37	£45,441	£23.55	£46,731	£24.22
38	£46,464	£24.08	£47,754	£24.75
39	£47,420	£24.58	£48,710	£25.25
40	£48,474	£25.13	£49,764	£25.79
41	£49,498	£25.66	£50,788	£26.32
42	£50,512	£26.18	£51,802	£26.85
43	£51,515	£26.70	£52,805	£27.37

NB: hourly rate calculated by dividing annual salary by 52.143 weeks (which is 365 days divided by 7) and then divided by 37 hours (the standard working week)

Part 3 Paragraph 2.6(e) Sleeping-in Duty Payment:

**1 April 2024**  
£41.78

**RATES OF PROTECTED ALLOWANCES AT 1 APRIL 2024  
(FORMER APT&C AGREEMENT (PURPLE BOOK))**

**Paragraph 28(3) Nursery Staffs in Educational Establishments - Special Educational Needs Allowance**

**1 April 2024**  
£1,491

**Paragraph 28(14) Laboratory / Workshop Technicians**

City and Guilds Science Laboratory Technician's Certificate Allowance:

**1 April 2024**  
£243

City and Guilds Laboratory Technician's Advanced Certificate Allowance:

**1 April 2024**  
£175

**Paragraph 32 London Weighting and Fringe Area Allowances £ Per Annum**

Inner Fringe Area:

**1 April 2024**  
£1,013

Outer Fringe Area:

**1 April 2024**  
£706

**Paragraph 36 Standby Duty Allowance - Social Workers (1)(a)(i) Allowance - Per Session**

**1 April 2024**  
£33.63

**FORMER MANUAL WORKER AGREEMENT (WHITE BOOK)**

**Section 1 Paragraph 3 London and Fringe Area Allowances £ Per Annum**

Inner Fringe Area:

**1 April 2024**

£1,013

Outer Fringe Area:

**1 April 2024**

£706

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① Resetting the relationship between local and national government. Read our **Local Government White Paper** (<https://www.local.gov.uk/local-government-white-paper>)



## Chief executives' pay agreement 2024

### Joint Negotiating Committee for Chief Executives of Local Authorities

To: Chief Executives in England and Wales (N Ireland for information)

(to be shared with Finance Director and HR Director)

Regional Employer Organisations

Members of the Joint Negotiating Committee

22 October 2024

Dear Chief Executive,

### Chief executives' pay agreement 2024

Employers are encouraged to implement this pay award as swiftly as possible.

Agreement has now been reached on the pay award applicable from **1 April 2024** (covering the period 1 April 2024 to 31 March 2025).

The individual basic salaries (basic salary should exclude other separately identified payments such as Returning Officer fees etc.) of all officers within scope of the JNC for Chief Executives of local authorities should be increased by **2.50 per cent** with effect from 1 April 2024.

## **Backpay for employees who have left employment since 1 April 2024**

If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2024 to the employee's last day of employment.

When salary arrears are paid to ex-employees who were in the LGPS, the employer must inform its local LGPS fund. Employers will need to amend the CARE and final pay figures (if the ex-employee has pre-April 2014 LGPS membership) accordingly.

Further detail is provided in **section 15 of the HR guide (<https://lgpslibrary.org/assets/gas/ew/HRv4.5c.pdf>)** and **the Backdated Pay Award FAQs (<https://lgpslibrary.org/assets/gas/ew/Pay%20award%20FAQs%20v1.0.pdf>)**, which are available on the **employer resources section (<https://www.lgpsregs.org/employer-resources/index.php>)** of **[www.lgpsregs.org](http://www.lgpsregs.org)** (<http://www.lgpsregs.org>).

Yours faithfully,

Naomi Cooke

Kathryn Hall

**Joint Secretaries**

### **Employers' Secretary:**

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### **Officers' Secretary:**

Kathryn Hall

Honorary Secretary

ALACE

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