

# Minutes



To: All Members of the  
Employment Committee, Chief  
Executive, Chief Officers

From: Democratic & Statutory Services  
Ask for: Deborah Jeffery  
Ext: 25563

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## **EMPLOYMENT COMMITTEE 6 FEBRUARY 2017 at 2.00PM**

### **ATTENDANCE**

### **MEMBERS OF THE COMMITTEE**

M Cowan, R I N Gordon (Chairman), R A C Thake (*substitution for A Stevenson*),  
J D Williams (*substitution for C M Hayward*)

Upon consideration of the agenda for the Employment Committee meeting on 6 February 2017 as circulated, copy annexed, decisions were reached and are recorded below:

Note: No conflicts of interest were declared by any member of the Committee in relation to the matters on which decisions were reached at this meeting.

### **PART I ('OPEN') BUSINESS**

#### **MINUTES**

The Minutes of the meeting of the Committee held on 12 December 2016 were confirmed as a correct record and signed by the Chairman.

#### **1. SALARY REVIEW APRIL 2017: CHIEF OFFICERS, DEPUTY AND ASSISTANT DIRECTORS AND HEADS OF SERVICE**

The Assistant Chief Legal Officer (Environment, Property & Dispute Resolution) left the meeting prior to consideration of this item of business as she had an interest in this item being an officer to whom any salary review would apply.

- 1.1 The Committee was invited to review pay awards for Chief Officers, Deputy and Assistant Directors and Heads of Service.

#### **Decision**

- 1.2 The Employment Committee agreed that:

- (a) Chief Officers who achieve an overall rating of Fully Achieved or

Exceed in their annual performance review be awarded a consolidated cost of living increase of 1% to their salary with effect from 1 April 2017; and

- (b) a non-consolidated payment of £3,000 be awarded to those Chief Officers who achieve an 'Exceed' rating in their 2016 /17 performance review; to be paid on 1 April 2017.
- (c) The minimum and maximum of the Chief Officer salary range be uplifted by 1% with effect from 1 April 2017.

1.3 The Committee recommended to the Chief Executive and Director of Environment that:-

- (a) Deputies and Assistant Directors (PMA/B) and Heads of Service (PMC) who achieve an overall rating of Fully Achieved or Exceed in their annual performance review be awarded a consolidated cost of living increase of 1% to their salary with effect from 1 April 2017;
- (b) a non-consolidated payment of £3,000 be awarded to those Deputy and Assistant Directors and Heads of Service who achieve an 'Exceed' rating in their 2016 /17 performance review; to be paid on 1 April 2017; and
- (c) The minimum and maximum of the PMA, PMB and PMC salary ranges (including PMC zones) be uplifted by 1% with effect from 1 April 2017.

## **2. PAY POLICY 2017/18**

2.1 The Localism Act 2011 requires all local authorities to prepare and publish an annual pay policy statement to articulate the Council's policies on the remuneration of both its highest and lowest paid employees for the following financial year. The Committee reviewed the proposed content of the Pay Policy 2017/18 at this meeting.

### **Decision**

2.2 The Employment Committee:

- (i) recommended to County Council that County Council adopts the Pay Policy for 2017/18 as set out in Appendix 1 to the report, and that
- (ii) noted the data release for April 2017, as set out in the report.

**3. SALARY REVIEW APRIL 2017: CHIEF EXECUTIVE AND DIRECTOR OF ENVIRONMENT**

The Chief Executive and Director of Environment left the meeting prior to consideration of this item in which he had an interest.

3.1 The Committee was invited to review the pay award for the Chief Executive and Director of Environment.

**Decision**

3.2 That the Chief Executive and Director of Environment be awarded:

(i) a consolidated cost of living increase of 1% to his salary if he achieves an overall rating of Fully Achieved or Exceed in his annual performance review, with effect from 1 April 2017;

(ii) a non-consolidated performance related payment of £3,000 be paid if he achieves an Exceed rating in 2016 /17.

**KATHRYN PETTITT  
CHIEF LEGAL OFFICER**

**CHAIRMAN \_\_\_\_\_**

**CHAIRMAN'S  
INITIALS**

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