



Minutes
of the
Meeting of the
Employment Committee
on
Monday, 10 February 2020

1. **Agenda**

2. **MINUTES**

3 - 8

Minutes



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

From: Democratic & Statutory Services
Ask for: Theresa Baker
Ext: 25545

EMPLOYMENT COMMITTEE 10 FEBRUARY 2020

ATTENDANCE

MEMBERS OF THE COMMITTEE

J Billing, T C Heritage (Vice-Chairman), S B A F H Giles-Medhurst, R Sangster
(substituting for J D Williams (Chairman))

Upon consideration of the agenda for the Employment Committee meeting on
10 February 2020 as circulated, copy annexed, decisions were reached and are recorded
below:

Chairman' Announcements:

In the absence of the chairman the vice chairman presided for this meeting only.

PART I ('OPEN') BUSINESS

MINUTES

The Minutes (Part I) of the meeting of the Committee on 31 July 2019 were confirmed
as a correct record and signed by the Chairman.

		ACTION
1.	SALARY REVIEW APRIL 2020: CHIEF OFFICERS, DEPUTY AND ASSISTANT DIRECTORS AND HEADS OF SERVICE	
	Officer Contact: Owen Mapley, Chief Executive(Tel: 01992 555200)	
	<i>The Assistant Director HR and the Assistant Chief Legal Officer (Environment & Dispute Resolution) declared an interest in this item, both being officers to whom any salary review would apply. They left the room and did not participate in the discussion.</i>	
1.1	The Committee considered an annual report which set out the	

	factors in relation to the pay of Chief Officers, Deputy and Assistant Directors and Heads of Services from 1 April 2020.	
1.2	Members were reminded that the award to Chief Officers, Deputy and Assistant Directors and Heads of Service of a consolidated cost of living allowance payment subject to achievement of an overall rating of Fully Achieved or Exceed, and similarly a non-consolidated payment to those who achieved an Exceed rating in their performance review, had been a decision made by Employment Committee on 2 March 2014 in relation to the management of annual senior manager pay reviews (including the Chief Executive).	
1.3	Addressing Member concern for pay equity between all levels of County Council employees, officers clarified that the salaries of the officer community under consideration in this report were locally determined, whilst the salaries of officers on the other grades were aligned to a completely different pay structure set nationally by the National Joint Council (NJC) for Local Government Workers. For the officers on other grades, upward movement through the Hay scale was by increments linked to achievement of their performance objectives until reaching the top of their grade, the value of an increment between points being 2% up to point 22. It was emphasised that the 2% cost of living allowance proposed for the officer community under consideration was being recommended as it would align with the anticipated NJC for Local Government Workers pay award for April 2020, although the latter had yet to be settled. In view of this it was also recommended that the 2% was further reviewed if the NJC settlement significantly varied.	
1.4	In relation to the £3,250 Exceed payment proposed for the pay community under consideration, officers clarified that for the other grades of officers the size of any Exceed payment was dependent on whether they were also receiving an incremental rise linked to performance, if so the Exceed payment was 2 % of the value of the increment. The Exceed payment for those officers who had reached the highest point on their pay band was 2 % of their salary.	
1.5	In response to Member challenge officers clarified that the current Exceed payment of £3,000 for the pay community under consideration had been negotiated in their 2018/19 pay review; as the payment had been static for 2 years the £250 rise to a proposed £3,250 was considered to be justified.	

1.6	<p>Decision</p> <p>1. The Employment Committee agreed that: -</p> <p>(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 2% to their salary with effect from 1 April 2020. This increase may be subject to review upon settlement of the NJC for Local Government Workers pay award for April 2020 once it is agreed.</p> <p>(b) a non-consolidated payment of £3,250 be awarded to those Chief Officers who achieve an 'Exceed' rating in their 2019/20 performance review; to be paid on 1 April 2020.</p> <p>(c) The minimum and maximum of the Chief Officer salary range be uplifted by 2% with effect from 1 April 2020. This increase may be subject to review upon settlement of the NJC for Local Government Workers pay award for April 2020 once it is agreed.</p> <p>2. The Employment Committee recommended to the Chief Executive that: -</p> <p>(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 2% to their salary with effect from 1 April 2020. This increase may be subject to review upon settlement of the NJC for Local Government Workers pay award for April 2020 once it is agreed.</p> <p>(b) a non-consolidated payment of £3,250 be awarded to those Deputy and Assistant Directors (PMA/B) and Heads of Service (PMC) who achieve an 'Exceed' rating in their 2019/20 performance review; to be paid on 1 April 2020; and</p> <p>(c) The minimum and maximum of the PMA, PMB and PMC salary ranges (including PMC zones) be uplifted by 2% with effect from 1 April 2020. This increase may be subject to review upon settlement of the NJC for Local Government Workers pay award for April 2020 once it is agreed.</p>	
2	SALARY REVIEW APRIL 2020: CHIEF EXECUTIVE	
	Officer Contact: Emily Austin, Senior HR Manager, Human Resources (Tel: 01707 292751)	
2.1	Members considered a report which set out the factors for the	

**CHAIRMAN'S
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	Committee to consider in relation to the pay of the Chief Executive from 1 April 2020.	
2.2.	The Committee noted that the Chief Executive's pay was locally determined. Further to this, as he had been new in post on 1 April 2019, he had not been awarded a cost of living award in April 2019. The recommended 2% consolidated cost of living allowance increase, if he achieved an overall rating of Fully achieved or Exceed, reflected the recommendation for all other senior managers as did the proposed £3,250 non-consolidated performance related payment at the end of the 2019/20 performance year if he achieved an Exceed rating.	
	<u>Decision</u>	
2.3	Following Employment Committee's agreement to the recommendations in paragraph 3.1 of the report to this meeting 'Salary Review April 2020: Chief Officers, Deputy and Assistant Directors and Heads of Service', the Committee agreed that the Chief Executive be awarded: (i) a consolidated cost of living increase of 2% to his salary if he achieves an overall rating of Fully Achieved or Exceed in his annual performance review, with effect from 1 April 2020. This increase may be subject to review upon settlement of the NJC for Local Government Workers pay award for April 2020 once it is agreed. (ii) a non-consolidated performance related payment of £3,250 if he achieves an Exceed rating in 2019/20.	
3	PAY POLICY 2020/21	
	Officer Contact: Emily Austin, Senior HR Manager, Human Resources (Tel: 01707 292751)	
3.1	The Committee considered the annual pay policy statement for 2020/21 which articulated the Council's policies on remuneration of its highest and lowest paid employees for the following financial year.	
3.2	The Committee heard that the policy remained the same as for the previous year, with the exception of Election Fees. The role of Returning Officer for County Council elections now formed part of the Chief Legal Officer's normal duties without any additional payment or benefit being paid or given to them; the total value of all election fees would therefore no longer count as pensionable remuneration for the Returning Officer. As in the previous policy the Returning Officer's election fees would be paid directly to the district Deputy Returning Officers.	

3.3	The Committee welcomed the data on the gender pay gap which showed that the County Council's mean gender pay gap of -2.8% was significantly lower than the national average, whilst the median gender pay gap was 1.79, significantly lower than that in local government and the economy as a whole.	
	<u>Decision</u>	
3.4	<p>1. The Employment Committee recommended to County Council that the County Council adopts the Pay Policy for 2020/21 as set out in Appendix 1 to the report.</p> <p>2. The Employment Committee noted the data release, including the County Council's gender pay gap information, for April 2020 as set out in the report.</p>	
	PART II ('CLOSED') AGENDA EXCLUSION OF PRESS AND PUBLIC	
	The Chairman moved into Part II ('closed' session') and passed the decision below.	
	<i>"That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 4 of Part I of Schedule 12A to the said Act and the public interest in maintaining the exemption outweighs the public interest in disclosing the information because: (i) the information relates to contemplated consultations or negotiations, in connection with labour relation matters arising between the Council and its employees and disclosure may prejudice negotiations."</i>	
1.	FUTURE WORKFORCE	
	Officer Contact: Sally Hopper, Assistant Director of Human Resources (Tel: 01992 55692)	
	<u>Decision</u>	
1.1	<p>1. Employment Committee noted the contents of the report.</p> <p>2. Employment Committee noted that further reports will be provided in due course to update Members on the progress of the project and later in the project where key decisions are required.</p>	

QUENTIN BAKER
CHIEF LEGAL OFFICER

CHAIRMAN _____

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