



Essex County Council

Senior Management Employment Committee

17:00	Thursday, 31 March 2022	E2A, County Hall
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For information about the meeting please ask for:

- Gemma Bint, Democratic Services Officer, **or**
- Emma Hunter, Democratic Services Officer

Telephone: 03330 136276 / 36601

Email: democratic.services@essex.gov.uk

Essex County Council and Committees Information

All Council and Committee Meetings are held in public unless the business is exempt in accordance with the requirements of the Local Government Act 1972.

Members of the public will be able to view and listen to any items on the agenda unless the Committee has resolved to exclude the press and public from the meeting as a result of the likely disclosure of exempt information as defined by Schedule 12A to the Local Government Act 1972.

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- Follow the instructions on your web browser

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Should you wish to record the meeting, please contact the officer shown on the agenda front page.

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5	Urgent Business To consider any matter which in the opinion of the Chairman should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.	

Exempt Items

(During consideration of these items the meeting is not likely to be open to the press and public)

The following items of business have not been published on the grounds that they involve the likely disclosure of exempt information falling within Part I of Schedule 12A

of the Local Government Act 1972. Members are asked to consider whether or not the press and public should be excluded during the consideration of these items. If so it will be necessary for the meeting to pass a formal resolution:

That the press and public are excluded from the meeting during the consideration of the remaining items of business on the grounds that they involve the likely disclosure of exempt information falling within Schedule 12A to the Local Government Act 1972, the specific paragraph(s) of Schedule 12A engaged being set out in the report or appendix relating to that item of business.

Committee: Senior Management Employment Committee

Enquiries to: Emma Hunter, Democratic Services Officer
Gemma Bint, Democratic Services Officer

Membership, Apologies, Substitutions and Declarations of Interest

Recommendations:

To note

1. Membership as shown below
2. Apologies and substitutions
3. Declarations of interest to be made by Members in accordance with the Members' Code of Conduct

Membership

(Quorum: 3)

Councillor K Bentley
Councillor L McKinlay
Councillor C Whitbread
Councillor M Hoy
Councillor M Mackrory

Minutes of the Senior Management Employment Committee held on Monday 14 March 2022 at 9am in County Hall, Chelmsford.**Present:****Members**

Councillor K Bentley Chairman
Councillor M Mackrory
Councillor L McKinlay
Councillor M Hoy
Councillor C Whitbread

The following officers were present in support:

Pam Parkes	Executive Director, People and Transformation
Alison Woods	Director, People BP & Employment Practice
Ellen Clark	Lead People Business Partner
Emma Hunter	Democratic Services Officer
Gemma Bint	Democratic Services Officer

1. Election of Chairman

Nominations having been duly received it was resolved that Councillor K Bentley be elected as Chairman for the meeting.

2. Membership, Apologies, Substitutions and Declarations of Interest

The report was received. There were no apologies or declarations of interest.

3. Minutes of Previous Meeting: 8 February 2022

The minutes of the previous meeting were approved as a correct record and signed by the Chairman.

4. Urgent Business

There was none.

Exclusion of the Press and Public**Resolved:**

That, having reached the view that the public interest in maintaining the exemption (and discussing the matter in private) outweighed the public interest in disclosing the information, the public (including the press) be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as specified in paragraphs 1 and 2 of Schedule 12A of the Local

Government Act 1972 - information relating to any individual or which is likely to reveal the identity of any individual).

5. Uplift to an Officer's Pay
(Press and public excluded)

The Committee considered a report by the Chief Executive in relation to increasing the salary of the Director, Finance (Stephanie Mitchener).

The recommendations were supported and agreed by the Committee and the following was

Resolved:

To increase the salary of the Director, Finance (Stephanie Mitchener) to the amount stated in the confidential report with effect from 1 April 2022.

The meeting closed at 9:09.

.....
Chairman

.....
Date

Report title: Uplift to Grade A and B salary ranges and salaries	
Report to: Senior Management Employment Committee (SMEC)	
Report author: Gavin Jones, Chief Executive	
Date: 31 March 2022	For: Decision
Enquiries to: Gavin Jones, Chief Executive	
County Divisions affected: All Essex	

1. Request uplift to Grades A and B grades and salaries with effect from 1 April 2022

1.1 The purpose of this report is to make recommendations to the Senior Management Employment Committee (SMEC) in relation a review of the salaries paid at Grade A and B pay ranges.

2. Recommendations

2.1 Apply a 1.5% increase to Grade A and B pay ranges and salaries with effect from 1 April 2022.

3. Background and Proposal

3.1 Increase the salary ranges of Grade A and B by 1.5% and apply a 1.5% increase to the salaries of those in Grades A and B

3.1.1 The budget includes a 2.5% allowance to deal with an increase in pay. Pay for officers at grades C or below is decided by the Chief Executive, acting within the budget provided by Councillors. The recommended distribution of this pot was for a 2% increase to be applied to all Main Pay grades, 2.25% to be applied to Social Care Pay grades, plus an additional, unconsolidated payment of £200 to be paid to those on Grades G and below, who are our lowest paid employees

3.1.2 Although the overall investment of 2.5% is not sufficient to ensure that our salaries keep pace with the market in all cases and will be outstripped by inflation, it does enable us to support employees to offset some elements of the increasing cost of living, including the 1.25% increase in National Insurance which is effective rom 1 April 2022, and to align to the anticipated public sector increases which are yet to be agreed

3.1.3 It is recognised that those on our highest grades, A and B, may be more able to absorb some elements of the rising cost of living, and that, therefore, the pay increase recommended (1.5%) for these most senior employees is less that the rest of the organisation.

3.1.4 It should be remembered that those on Grades A and B did not benefit from any salary increase in 2021/22, and to apply no increase for 2022/23 would impact on our ability to attract and retain key talent

3.1.5 The Chief Executive recommends that the salaries of those on Grades A and B be increased by 1.5%, with effect from 1 April 2022.

4 Issues for consideration

4.1 Financial implications

4.1.1 The funding for the pay increases outlined (£7.1m inclusive of on costs for all increases) is already budgeted for in the pay budget approved at Council on February 10th. This is contained within that envelope and built into the medium term resourcing strategy

4.2 Legal implications

4.2.1 Under our constitution this decision is reserved to this Committee.

5 Equality and Diversity Considerations

5.1 The Public Sector Equality Duty applies to the Council when it makes decisions. The duty requires us to have regard to the need to:

- (a) Eliminate unlawful discrimination, harassment and victimisation and other behaviour prohibited by the Act. In summary, the Act makes discrimination etc. on the grounds of a protected characteristic unlawful
- (b) Advance equality of opportunity between people who share a protected characteristic and those who do not.
- (c) Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.

5.2 The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, marriage and civil partnership, race, religion or belief, gender, and sexual orientation. The Act states that 'marriage and civil partnership' is not a relevant protected characteristic for (b) or (c) although it is relevant for (a).

5.3 The equality impact assessment indicates that the proposals in this report will not have a disproportionately adverse impact on any people with a particular characteristic.

6 List of Appendices

1. Equality impact assessment

7 List of Background papers

None

Equality Impact Assessment - head of service review

Reference: EQIA403407594

Submitted: 01 March 2022 10:57 AM

Executive summary

Title of policy or decision: Essex County Council 2022/23 Pay Review

Describe the main aims, objectives and purpose of the policy (or decision): Following CLT agreement to set aside an overall budget for pay review of 2.5% for 2022/23. It was agreed that this would be applied as follows:

- 2% increase to all employees on Essex Pay, who are not currently Red Circled.
- 2.25% increase to the Social Care Capability Framework.
- 1.5% increase for grades A – B.
- £200 non-Consolidated payment to all employees Grade G or below.
- A small group of roles with evidenced recruitment and retention issues directly linked to pay, will be reviewed with a dynamic benchmarked approach

The priorities for the 2022/23 Pay Award year are clear. Firstly, there is a requirement to ensure that Essex County Council (ECC) are compliant with any statutory increases, ECC is a National Living Wage employer and we need to maintain that principle. Following this, an increase to help all employees to cover the additional financial burden they will be facing in the next financial year has been judged as essential. Finally, where fiscally achievable to do so there will be a dynamic review of a small number of roles in respect of the demands in their current employment market.

We believe this review delivers our commitment to ensure our approach to pay is fair, consistent, and competitive

What outcome(s) are you hoping to achieve?: Strong, Inclusive and Sustainable Economy

Which strategic priorities does this support? - Enable inclusive economic growth: Good jobs

Is this a new policy (or decision) or a change to an existing policy, practice or project?: a new policy (or decision)

Please provide a link to the document / website / resource to which this EqIA relates:

<https://intranet.essex.gov.uk/Pages/Essex-Pay.aspx>

Please upload any documents which relate to this EqIA, for example decision documents:

<https://intranet.essex.gov.uk/Pages/Essex-Pay.aspx>

Assessing the equality impact

Use this section to record how you have assessed any potential impact on the communities likely to be affected by the policy (or decision): The population affected are Essex County Council employees on Essex Pay Main Pay and Social Care pay at grades C - J

Does or will the policy or decision affect:

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Service users: Yes

Employees: Yes

The wider community or groups of people, particularly where there are areas of known inequalities: No

Which geographical areas of Essex does or will the policy or decision affect?: All Essex

Will the policy or decision influence how organisations operate?: No

Will the policy or decision involve substantial changes in resources?: No

Is this policy or decision associated with any of the Council's other policies?: Yes

Is the new or revised policy linked to a digital service (website, system or application)?: No

Description of impact

Description of Impact. If there is an impact on a specific protected group tick box, otherwise leave blank. You will be given the opportunity to rate identified impacts as positive, negative or neutral on the next page: No impact on any of the above groups

I confirm that I have considered the potential impact on all of the protected characteristics: I confirm that I have considered the potential impact on all of the protected characteristics

Describe any actions that have already been taken to mitigate negative impacts on any of the protected characteristics: Gender - Essex County Council has a larger percentage of female staff to male. The vast majority of employees in social care are female, with social care receiving a greater increase this helps to reduce a known gender pay gap.

Ethnicity - There is a large percentage of staff with an unknown ethnicity. Within the known data there is a clear majority of white employees. The majority of the known BAME employees are within the social care function, this function is receiving a higher increase which will reduce any ethnicity pay gap.

Part Time V Full Time - The majority of part time employees are grade G or below. Grade G or below will be receiving a non consolidated payment alongside any increase.

Dynamic Pay Allocation - This area has been identified as requiring an additional uplift. The employees who are in this group broadly represent the average make up of the organisation, excluding Social Care

Action plan to address and monitor adverse impacts

Does your EqlA indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups?: No

Details of person completing the form

I confirm that this has been completed based on the best information available and in following ECC guidance: I confirm that this has been completed based on the best information available and in following ECC guidance

Date EqlA completed: 01/03/2022

Name of person completing the EqlA: Graham Hoy

Email address of person completing the EqlA: Graham.Hoy@essex.gov.uk

Your function: Organisation Development, People and Service Transformation

Your service area: People and Transformation

Your team: Employment Practice

Are you submitting this EqlA on behalf of another function, service area or team?: No

Email address of Head of Service: Alison.Woods@essex.gov.uk