



Essex County Council

# Senior Management Employment Committee

<b>16:00</b>	<b>Tuesday, 07 November 2023</b>	<b>Committee Room 1 County Hall, Chelmsford, CM1 1QH</b>
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**For information about the meeting please ask for:**

- Freddey Ayres, Democratic Services Officer,
- Gemma Bint, Democratic Services Officer,
- Michael Hayes, Democratic Services Assistant **or**
- Emma Hunter, Democratic Services Officer

**Telephone:** 033301 39825

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## Essex County Council and Committees Information

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

		<b>Pages</b>
<b>1</b>	<b>Election of a Chairman</b> To elect a Chairman for the meeting.	
<b>2</b>	<b>Membership, Apologies, Substitutions and Declarations of Interest</b>	<b>4 - 4</b>
<b>3</b>	<b>Minutes of Previous Meetings:</b>	
<b>3.1</b>	<b>SMEC Minutes 17 March 2023</b>	<b>5 - 7</b>
<b>3.2</b>	<b>SME-SC Minutes 27 June 2023</b>	<b>8 - 9</b>
<b>4</b>	<b>Urgent Business</b> 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.**

**5 SMEC Report Agreeing to Miscellaneous Payments to Senior Officers**

- Information which is likely to reveal the identify of an individual;

**6 Urgent Exempt Business**

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

**Committee:** Senior Management Employment Committee

**Enquiries to:** Gemma Bint, Democratic Services Officer  
Freddey Ayres, 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 B Egan  
Councillor C Whitbread  
Councillor K Bentley  
Councillor M Hoy  
Councillor M Mackrory

**Minutes of a meeting of the Senior Management Employee Committee held in Room E3A, County Hall, Chelmsford, CM1 1QH on Friday 17 March 2023 at 12:00 p.m.**

**Present:**

**Members**

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

The following officers were present in support:

Freddey Ayres	Democratic Services Officer
Pam Parkes	Executive Director, People and Transformation
Ellen Clark	Lead People Business Partner
Alison Woods	Director People BP and Employment Practice

**1. Election of Chairman**

Having been nominated by Councillor C Whitbread and seconded by Councillor L McKinlay and there being no other nominations it was

**Resolved:**

That Councillor K Bentley be elected as Chairman for the meeting.

**2. Membership, Apologies, Substitutions and Declarations of Interest.**

The report of Membership, Apologies and Declarations of Interest was received. Apologies were received from Councillor C Pond. Councillor M Mackrory declared an interest in respect of agenda item no. 6 (Regrading of Deputy Chief Officer Role) as a member of the Essex Pension Fund Strategy Board (PSB) and therefore would not be voting on this item.

**3. Minutes of Previous Meetings**

The minutes of the following meetings were approved as a correct record and signed by the Chairman:

- i) Senior Management Employment Sub-Committee on the 21 March 2022
- ii) Senior Management Employment Committee on the 31 March 2022
- iii) Senior Management Employment Sub-Committee on the 10 October 2022
- iv) Senior Management Employment Sub-Committee on the 30 November 2022

**4. Uplift to Grade A and B salary ranges and salaries**

The Committee considered a report by Gavin Jones, Chief Executive in relation to an uplift to Grade A and B salary ranges and salaries. A number of queries relating to benchmarking with other authorities, and consultation with the Pension Board and unions were considered and responded to. The recommendation was supported and agreed by the Committee and the following was

**Resolved:**

To apply a 4.0% increase to Grade A and B pay ranges and salaries with effect from 1 April 2023.

**5. Urgent Business**

There were no matters of urgent business.

**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.

**6. Regrading of Deputy Chief Officer Role (Press and public excluded)**

This report is not for publication as it includes exempt information falling within paragraph 2 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended.

**7. Recognition Payment for a Chief Officer (Press and public excluded)**

This report is not for publication as it includes exempt information falling within paragraph 2 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended.

The meeting closed at 12:27pm.

.....  
Chairman

.....  
Date

**Minutes of a meeting of the Senior Management Employment Sub-Committee held in Committee Room 1, County Hall, Chelmsford on Tuesday, 27 June 2023 at 4:30pm.**

**Due to the delayed arrival of a member of the committee, the business of the meeting was not transacted until approximately 5:10pm. Public access to the meeting was facilitated from the published start time of 4.30pm. It was also necessary to hold the meeting in an alternative public meeting room within County Hall to that published on the agenda. Measures were put in place to ensure that public access was maintained, although no members of the press or public were in attendance.**

**Present:**

**Members**

Cllr Chris Whitbread                      Chairman  
Cllr Tom Cunningham  
Cllr Michael Hoy

The following officers were present in support:

Pam Parkes                                      Executive Director: People and Transformation  
Alison Woods                                  Director: People BP and Employment Practice  
Phil Cruddace                                  Senior Strategy Advisor  
Freddey Ayres                                  Democratic Services Officer

**1. Election of Chairman**

Nominations having been duly received, it was

**Resolved:**

That Cllr Chris Whitbread be elected as Chairman for the meeting.

**2. Membership, Apologies, Substitutions and Declarations of Interest**

Apologies had been received from Cllr Kevin Bentley, for whom Cllr Chris Whitbread substituted.

There were no declarations of interest.

**3. Minutes of this meeting**

**Resolved:**

That authority be delegated to the Chairman to confirm as a correct record and sign the minutes of this meeting, of which the outcome will be reported to a future meeting of the Senior Management Employment Committee.

**4. Urgent Business**

None.

**Exclusion of the Press and Public**

Having been moved by Cllr Chris Whitbread, seconded by Cllr Tom Cunningham and agreed unanimously it was

**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. Temporary Uplifts to Deputy Chief Officers' Pay**  
(Press and public excluded)

Not publicly available due to 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).

**6. Urgent Exempt Business**

None.

The meeting closed at 17:21.

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**Chairman**

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**Date**