



Essex County Council

Senior Management Employment Committee

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| 16:00 | Tuesday, 07 November 2023 | Committee Room 1 County Hall, Chelmsford, CM1 1QH |
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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

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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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Accessing Documents

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Audio recording of meetings

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If you are unable to attend and wish to see if the recording is available, you can find out by checking the [Calendar of Meetings](#) any time after the meeting starts. Any audio available can be accessed via the 'On air now!' box in the centre of the page, or the links immediately below it.

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

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

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:

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|---------------|---|
| 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.

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Chairman

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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

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|----------------------|----------|
| Cllr Chris Whitbread | Chairman |
| Cllr Tom Cunningham | |
| Cllr Michael Hoy | |

The following officers were present in support:

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|---------------|---|
| 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