

Meeting: **Employment Committee**

Date/Time: **Thursday, 5 March 2015 at 10.00 am**

Location: **Committee Room, County Hall, Glenfield**

Contact: **Mr. B. Holihead (tel: 0116 305 6339)**

Email: **ben.holihead@leics.gov.uk**

Membership

Mr. J. B. Rhodes CC (Chairman)

Mrs. J. Fox CC Mr. R. J. Shepherd CC
Mr. D. Jennings CC Mr. E. D. Snartt CC
Mrs. H. E. Loydall CC Mr. G. Welsh CC

AGENDA

<u>Item</u>	<u>Report by</u>	
1. Minutes of the meeting held on 4 February 2015.		(Pages 3 - 6)
2. Question Time.		
3. Questions asked by members under Standing Order 7(3) and 7(5).		
4. To advise of any other items which the Chairman has decided to take as urgent elsewhere on the agenda.		
5. Declarations of interest in respect of items on the agenda.		
6. Pay Policy Statement.	Director of Corporate Resources	(Pages 7 - 20)
7. Chief Officers Pay Settlement.	Director of Corporate Resources	(Pages 21 - 24)



8. Organisational Change Policy and Procedure: Chief Executive Summary of Action Plans. (Pages 25 - 30)
9. Any other items which the Chairman has decided to take as urgent.
10. Date of Next Meeting.

The next meeting of the Committee is scheduled to be held on 18 June 2015 at 10.00am at County Hall.



Minutes of a meeting of the Employment Committee held at County Hall, Glenfield on Wednesday, 4 February 2015.

PRESENT

Mr. J. B. Rhodes CC (in the Chair)

Mr. D. Jennings CC
Mrs. H. E. Loydall CC
Mr. R. J. Shepherd CC

Mr. E. D. Snartt CC
Mr. G. Welsh CC

26. Minutes.

The minutes of the meeting held on 21 October 2014 were taken as read, confirmed and signed.

27. Question Time.

The Chairman reported that no questions had been received under Standing Order 35.

28. Questions asked by members under Standing Order 7(3) and 7(5).

The Chairman reported that no questions had been received under Standing Order 7(3) and 7(5).

29. Urgent items.

There were no urgent items for consideration.

30. Declarations of interest.

The Chairman invited members who wished to do so to declare any interest in respect of items on the agenda for the meeting.

No declarations were made.

31. Pay Award 2014 - 2016.

The Committee considered a report on the urgent action taken by the Chief Executive to implement a pay award for employees on grades 2 – 17. A copy of the report, marked 'Agenda Item 7', is filed with these minutes.

Arising from discussion the following points were raised:-

- (i) Following agreement at a national level in November 2014 on a fifteen month pay award of 2.2% effective from January 2015 to March 2016, it was agreed to implement this in January 2015 for employees up to grade 14 in the form of a non-consolidated lump sum;

- (ii). Since the writing of the report, senior officers on less than £100,000 per annum had been informed that they would be receiving a 2% award. Members requested further information on why there had been a delay to agreeing an award for senior officers. A decision had yet to be made regarding any pay award for Chief Executives.

RESOLVED:

The Committee noted the report on the action taken by the Chief Executive to implement a pay award for employees on grades 2 – 17.

32. Report on Sickness Absence.

The Committee considered a joint report of the Directors of Corporate Resources and Public Health which outlined the further work that had been undertaken on the County Council's approach to management of sickness absence. A copy of the report marked 'Agenda Item 8' is filed with these minutes.

Arising from discussion the following points were raised:-

- (i). There had been a small increase in sickness absence rates between quarter one and quarter two with the highest levels of sickness absence being in the Adults and Communities Department. However, sickness absence rates across the Council had since shown a decline. The Director reported that, although the decrease was slight, it would continue with current management practises in order so that this would hopefully continue toward the aspirational target of 7.5 FTE. Members requested that further information on to the work being done to achieve this target, together with an indication of when it would be reached, be brought to a future meeting of the Committee;
- (ii). There had been an increase in the days taken off sick due to mental health related issues such as stress and fatigue. Officers reported that after establishing the mental health first aid training course, some staff could be sent on a national training programme for mental health first aid. Officers would be launching a communications campaign about the need to tackle the stigma of talking about stress;
- (iii). HR continued to support managers to ensure that right support was in place for those who had taken long-term sickness leave;
- (iv). Departments were being asked to create wellbeing groups to implement the Workplace Wellbeing Charter as agreed at the previous meeting;
- (v). Members expressed concern over the number of absences taken with the reason given as "not known" and the potential reputational risk for the Council if it could not account for all sick leave taken. Officers responded that the issue was related to how managers and employees were recording sickness, and/or if they were having discussions around the reasons for sickness when an employee returned from sickness leave. Members requested that officers considered removing "not known" as an option on sickness absence forms.

RESOLVED:

- a) That the report on sickness absence be noted;
- b) That officers be asked to consider the removal of “not known” as a reason for absence as an option for staff;
- c) That further information regarding how and when the Council intends on meeting its sickness absence rates target be brought to a future meeting of the Committee.

33. Organisational Change Policy and Procedure: Summary of Action Plans.

The Committee considered a report of the Chief Executive which presented a summary of current Action Plans which contained provision for compulsory redundancy and details of progress in their implementation. A copy of the report marked ‘Agenda Item 9’ is filed with these minutes.

RESOLVED:

That the summary of current action plans which contain provision for compulsory redundancy and details of progress in their implementation be noted.

34. Organisation Design Principles and Framework.

Members considered a report introducing the revised organisation design principles policy and the associated framework and managers’ guidance. A copy of the report, marked ‘agenda item 10’, is filed with these minutes.

Arising from discussion the following points were raised:-

- (i). The principles outlined in the document had been in place since 2006 and it had been felt timely for these to be reviewed. The output of this review had resulted in significant changes being made in to how the Council operated, particularly with regard to the increased amount of commissioning undertaken by the Council;
- (ii). Concern was expressed over the proposed arrangements and it was queried whether or not it would be a return to DSOs which could duplicate management roles. It was explained that the changes were a measure to drive efficiency and value for money, and there was no intention to solely focus on performance targets - it was important to manage for outcomes;
- (iii). It was clarified that the phrase 'cost effective and flatter structures' meant fewer layers of management in order that departments could work in a more cost-effective manner. It would be important that there were clearly defined roles within structures to ensure accountability;
- (iv). Members expressed concern about the potential that the numbers of managers required to implement the new framework may actually increase. Accordingly, it was noted that this was not the intention, and would not be possible due to an unavailability of financial resources to do so;
- (v). There would be a commissioning and procurement strategy put in place to set clear direction;

- (vi). Members expressed that the proposed changes could present an opportunity to positively change the work and management ethos across the Council;
- (vii). Members were informed that they would continue to hold Directors to account as they did currently. Under the new proposals, they would also be enabled to hold officers with a commissioning responsibility to account in the same way;
- (viii). Members expressed an interest in the forthcoming changes in the management structure of the Environment and Transport department, which were based on a commissioning and provider split.

RESOLVED:

It was moved by the Chairman and seconded by Mr Shepherd:-

‘That the Committee approve the introduction of the revised organisation design principles and frameworks.’

The motion was put and carried, four members voting for the motion and two against.

35. Date of Next Meeting.

It was noted that the next meeting of the Committee would be held on Thursday 5 March at 10.00am.

10.00 - 11.00 am
04 February 2015

CHAIRMAN



EMPLOYMENT COMMITTEE - 5 MARCH 2015

REPORT OF THE DIRECTOR OF CORPORATE RESOURCES

PAY POLICY STATEMENT 2015/16

Purpose

1. The purpose of this report is to seek the approval of the Employment Committee to the Council's Pay Policy Statement for 2015/16, attached as an appendix to this report.

Background

2. On 15 November 2011 the Localism Act received Royal Assent. Under Section 38 of the Act, local authorities in England and Wales are required to produce a Pay Policy Statement for each financial year, which must be approved by Full Council.
3. This statement must set out the Council's policies in relation to:
 - i. The remuneration of its chief officers;
 - ii. The remuneration of its lowest-paid employees; and
 - iii. The relationship between the remuneration of its chief officers and the remuneration of its employees who are not chief officers.
4. For the purposes of this statement, remuneration includes basic salary, bonuses and other allowances or entitlements related to employment.
5. The Council is required to publish the Pay Policy Statement for 2015/16 on or before 1 April 2015.

Key Points

6. The proposed Pay Policy Statement attached sets out:-
 - The Council's approach to job evaluation and grading of posts;
 - Additional payments that employees are eligible to receive, such as night enhancement, overtime, etc.;
 - The Council's pay multiple (the ratio between the highest paid employee and the median average salary of the Council's workforce (excluding schools but including ESPO), which is 11.40;
 - That there is no distinction between chief officers and other employees in relation to pension entitlements and severance payments.

Recommendations

7. The Committee is asked to recommend the County Council to approve the Pay Policy Statement 2014/15.

Background Papers

None.

Circulation under the Local Issues Alert Procedure

None.

Officer to Contact

Gordon McFarlane, Assistant Director Corporate Services and Transformation

Tel: 0116 305 6123

Email: gordon.mcfarlane@leics.gov.uk

Appendices

Pay Policy Statement 2015/16.

Equality and Human Rights Implications

None.



Pay Policy Statement 2015/16

Contents

Purpose	1
Scope	2
Definitions	2
Pay and Grading Structure	3
Remuneration on Appointment	4
Market Premia	4
Incremental Progression	4
Additional Payments	5
Other Allowances	5
Bonus Payments	6
Pension Benefits	6
Honoraria	7
Salary Protection	7
Severance Payments	7
Re-Engagement of Employees	8
Publication and Access to Information	8
Appendix A - Senior Management Remuneration 2013/2014	9
Appendix B - Pay and Grading Structure	11

Purpose

As a responsible employer Leicestershire County Council is committed to delivering a fair, equitable and transparent policy covering pay and other employee benefits which improves flexibility in delivering services and provides value for money.

Within the framework of its terms and conditions of employment, the Council aims to develop and maintain appropriate pay systems and benefit packages to attract and retain motivated, flexible people who take responsibility, work as a team, improve performance and acquire new skills.

This Pay Policy Statement sets out the Council's policies relating to the pay of its workforce for the period from 1st April 2015 to 31st March 2016, in particular the:

- Remuneration of chief officers;
- Remuneration of the lowest-paid employees;
- Relationship between the remuneration of chief officers and employees who are not chief officers.

The statement meets the Council's obligations under the Localism Act 2011 and will enable the elected members of the Council to make decisions on pay.

The Council's Pay Policy Statement will be agreed by Full Council before the beginning of each financial year and will then be published on the County Council's website ([Click here](#)). The statement may also be amended by Full Council during the course of the year if necessary.

Scope

This statement applies to all employees of Leicestershire County Council employed under the conditions of service of the following bodies:

- National Joint Council for Local Government Services;
- Joint Negotiating Committee for Chief Officers of Local Authorities;
- Joint Negotiating Committee for Local Authority Chief Executives;
- School Teachers' Pay and Conditions (for Centrally Employed Teachers);
- Soulbury Committee.

It is not applicable to employees based in schools and colleges with delegated budgets.

Definitions

For the purposes of this Pay Policy Statement the following definitions will apply:

Remuneration

This includes three elements:

- Basic salary;
- Pension;
- Any other allowances arising from employment.

Chief Officers

Under the Localism Act 2011 a Chief Officer is defined as:

- The head of the Council's paid service designated under section 4(1) of the Local Government and Housing Act 1989;
- Its monitoring officer designated under section 5(1) of that Act;
- A statutory chief officer mentioned in section 2(6) of that Act;
- A non-statutory chief officer mentioned in section 2(7) of that Act;
- A deputy chief officer mentioned in section 2(8) of that Act.

In Leicestershire County Council this definition would apply to the posts set out in [Appendix A](#).

Lowest Paid Employees

This refers to employees on Grade 2, Pay Point 3. This definition has been adopted as it is the lowest level of remuneration attached to a post within the Council. This pay point is due for deletion in October 2015 due to the rise in the National Minimum

Wage. The lowest level of remuneration will be Pay Point 4 with effect from 1 October 2015.

Pay and Grading Structure

The grading of all posts in the Council, except Centrally Employed Teachers, is determined using the nationally recognised Hay Job Evaluation Scheme. This is in order to ensure that all posts are graded and therefore rewarded financially through a fair and non-discriminatory process, that there is consistency in treatment between posts and that the Council complies with equal pay legislation. The scheme is an analytical one that takes into consideration three key elements of a post:

- Know How - the levels of knowledge, skill and experience (gained through work experience, education and training) which are required to perform the job successfully;
- Problem Solving - the complexity of thinking required to perform the job when applying Know How;
- Accountability - the impact the job has on the organisation and the constraints that the job holder has on acting independently.

Part of the guidance from Hay when introducing the scheme was that there should be a 33.3% differential between the Chief Executive and the highest paid Chief Officer.

Basic pay is paid in accordance with the evaluated grade of the post. Each grade comprises a range of pay points. A copy of the Council's pay and grading structure is attached at [Appendix B](#).

Annual pay awards for all employees except Centrally Employed Teachers and those employed on Soulbury Committee conditions will be agreed by Employment Committee having regard to any agreement reached by the relevant national negotiating bodies. The current pay award for all employees up to and including Grade 17 follows the national award made by the National Joint Council for Local Government Employees and covers the period 1 April 2014 to 31 March 2016. A pay award covering the same period has been agreed for employees on Joint Negotiating Committee (JNC) terms and conditions for Chief Officers, providing the substantive rate of pay is £99,999 or less. No pay award has been agreed to date by the JNC for Chief Executives.

Annual pay awards for centrally employed teachers and those on Soulbury Committee conditions will be in accordance with those agreed by the respective national bodies.

Details of the national pay scales for Centrally Employed Teachers are available on the [Department for Education's website](#).

Details of senior management remuneration are published annually on the Council's website as part of this Pay Policy Statement ([Click here](#)) and in the [Council's](#)

[Statement of Accounts](#). A copy of the information for 2013/2014 contained in the Pay Policy Statement is attached at [Appendix A](#).

The 'pay multiple' - the ratio between the highest paid full-time equivalent (FTE) salary (Grade 22) and the median average salary of the Council's workforce - is 11.40 (excluding schools).

Remuneration on Appointment

All employees are usually appointed to the minimum pay point applicable to the grade of the post. If the employee is already being paid above the minimum pay point, managers have discretion in some circumstances to appoint to a higher pay point, subject to the maximum of the grade.

Where it is necessary for a newly appointed employee to relocate in order to take up a post, the Council may make a contribution towards the reimbursement of relocation expenses in line with the Relocation Policy.

Employment Committee are given the opportunity to consider salary packages over £100,000 before new posts are established and advertised.

Market Premia

There is provision for the award of market premia where a job has been evaluated under the Hay Job Evaluation Scheme and the resulting salary is proven to be out of step with the market rate for the job. The award of market premia is subject to the agreement of the Chief Executive in consultation with the Chairman or Vice Chairman of the Employment Committee. If approved, market premia are awarded for a two year period. Details of the scheme can be found in the Council's Market Premia Policy and Procedure.

Incremental Progression

Centrally Employed Teachers

A locally agreed Pay Policy for Centrally Employed Teachers is in place from April 2014.

Soulbury Employees

Employees covered by the Soulbury Agreement are eligible to receive annual increments on 1st September each year until they reach the maximum for the grade of their job.

Other Employees

Subject to one year's satisfactory service in the grade, employees are eligible to receive annual increments on 1st April each year until they reach the maximum pay point for the grade of their job. Where circumstances warrant, accelerated increments may be granted by a Chief Officer.

Career Graded Posts

Employees subject to career grade schemes will progress in line with the arrangements for that post.

Additional Payments

Employees are eligible to receive a flat-rate enhancement for working at night.

Employees are eligible to receive enhancements for working on public holidays.

Employees in posts graded 1-9 who work additional hours are eligible to receive payment at plain time rate for hours worked; employees in Grades 10-14 who work additional hours are not eligible to be paid, but may receive time off in lieu (other than in exceptional circumstances, as set out in the Council's Flexible Working Policy); and for employees in Grades 15 and above, there is no entitlement to pay or time off in lieu for working additional hours. Details of these provisions are set out in the Council's Pay Arrangements Policy.

Employees required to "sleep in" on the premises receive an allowance as agreed by the National Joint Council for Local Government Services.

Other Allowances

All senior officers on grade 18 and above receive allowances as detailed in the Conditions of Service of the Joint Negotiating Committee for Chief Officers of Local Authorities and the Joint Negotiating Committee for Local Authority Chief Executives. However, where these conditions are silent, or do not cover an allowance or process, the Chief Executive and senior officers receive the same as those employees covered by the National Joint Council for Local Government Services.

A copy of the School Teachers' Pay and Conditions document can be found on the [Department for Education's website](#). Copies of the conditions of service for all other employees covered by this statement can be requested from the [Local Government Employers](#).

Professional Fees

The Council reimburses annual registration or comparable fees to employees who are unable to practise their professions unless such fees are paid. Professional fees are also paid to employees who are being sponsored to undertake training leading to a professional qualification. However, once the qualification has been gained, the individual will become responsible for paying their own professional fees.

The Council pays the annual subscription for Chief Officers to Societies of Chief Officers and similar organisations.

Car Allowances

All posts, including Chief Officers, within Leicestershire County Council may claim mileage paid at HRMC rates for business travel. The Council operates a lease car scheme which is open to employees who undertake business travel.

First Aid Allowances

Employees who are classified as a 'designated first-aider' are eligible to receive an allowance.

All designated first-aiders (but not appointed persons) will receive an allowance of 1% of the salary for pay point 7, pro rata to hours worked. The allowance will not be used in calculating any enhancements.

Bonus Payments

The Council does not pay any group of employees a bonus.

Pension Benefits**Centrally Employed Teachers**

All Centrally Employed Teachers are eligible to join the Teachers' Pension Scheme. Employees within Leicestershire Youth Service and Leicestershire Adult Learning Service may also join if their role gives eligibility to join the scheme. The scheme is a statutory scheme with contributions from employees and employers. Details of the scheme can be found on the [Teachers' Pension Scheme website](#).

Other Employees

All employees under the age of 75 are eligible to join the Local Government Pension Scheme. The scheme is a statutory scheme with contributions from employees and employers. Details of the scheme can be found on www.leics.gov.uk/pensions.

The scheme allows for the exercise of discretion on the enhancement of retirement benefits. The Council will consider each case on its merits, but has determined that its usual policy is not to enhance benefits for any of its employees.

The scheme provides for flexible retirement. To be eligible to request flexible retirement, the Council requires that an employee must either reduce their working hours by a minimum of 40% and/or be appointed to a post on a lower grade. In applying this provision no distinction is made between employees.

Under the Local Government Pension Scheme, employees who return to work after drawing their pension will not have their pension abated (i.e. reduced or suspended) except where they have been previously awarded "added years".

The Council does not award "added years" to employees and has not done so since 2006.

Honoraria

Subject to certain conditions, employees (excluding Centrally Employed Teachers) who are temporarily required to undertake some or all of the duties of a higher graded post are eligible to be paid an honorarium. Details of the scheme can be found in the Council's Honorarium and Acting-Up Policy and Procedure.

Salary Protection

Details of the Council's salary protection provisions that apply to employees who are redeployed into a new post as a result of organisational change can be found in the Council's Organisational Change Policy and Procedure.

Details of the Council's salary protection provisions that apply to employees whose post is downgraded as a result of a grading review can be found in the Council's Job Evaluation Guidance.

The provisions relating to safeguarding (pay protection) set out in the School Teachers Pay and Conditions Document apply to centrally employed teachers. Other Council employees are eligible to receive salary protection for a period of up to one year if they are redeployed into a lower-graded post, with the amount of protection depending on the difference between the grades of their former job and new job.

Severance Payments

Early Retirement (Efficiency of Service)

The Council has no provisions for employees to seek early retirement on the grounds of efficiency of service.

Redundancy

The Council has a single redundancy scheme which applies to all employees. Redundancy payments are calculated in accordance with the Employment Rights Act 1996 and the 2006 Discretionary Compensation Regulations and are based on the employee's age, length of continuous local government service and salary. Details of the redundancy scheme can be found in the Council's Organisational Change Policy and Procedure.

The Council does not provide any further payment to employees leaving the Council's employment other than in respect of accrued annual leave.

Employees who have TUPE transferred into the Council on redundancy terms which are more favourable than those detailed above will retain these provisions as per TUPE legislation.

In future, Full Council will be given the opportunity to vote on severance packages over £100,000 before they are approved.

Re-Engagement of Employees

Employees who have been made redundant are eligible to apply for vacancies which may arise after they have left the Council's employment. Any such applications will be considered together with those from other candidates and the best person appointed to the post. Any necessary adjustments to pension would be made in accordance with the scheme regulations.

Employees who are offered another post with any organisation covered by the Modification Order Act prior to their redundancy leaving date and commence this post within 4 weeks of that date are not eligible to receive their redundancy payment.

Publication and Access to Information

This Pay Policy Statement will be published on the Council's website, together with the Council's pay and grading structure and information relating to senior management remuneration.

Appendix A - Senior Management Remuneration 2013/2014

The information below shows the total pay received by Senior Officers (as defined in the Localism Act) within the County Council for the financial year 2013/14. It does not include Head Teachers. The figures include taxable benefits i.e. lease car payments made for these positions during the year 2013/14.

All the jobs listed below have been ranked in terms of level of responsibility within a job evaluation framework applied to all County Council employees (excluding teaching staff). Rates of pay have then been determined with reference to market rates within similar local government authorities.

Post title	Total Pay
	£'000
Chief Executive's Department	
Chief Executive	191
County Solicitor	119
Assistant Chief Executive – left 6 December 2013	65
Head of Youth Justice and Safer Communities – left 31 May 2013	13
Head of Democratic Services	75
Head of Planning	63
Head of Regulatory Services	64
Public Health	
Joint Director April – Nov 13 0.5fte	55
Joint Director April – Nov 13 0.5fte, Director full time Dec 13 onwards	55
Corporate Resources	
Director	146
Assistant Director - Strategic Information and Technology	89
Head of East Midlands Shared Services – left September 2013. No permanent appointment made until November 2014	45
Assistant Director - People and Transformation	89
Assistant Director - Strategic Finance and Property	97
Assistant Director - Customer Services and Operations	89
Children and Young People's Service	
Director	118
Assistant Director Children's Social Care	89

Assistant Director Commissioning & Development	81
Assistant Director Education & Learning	81
Adults and Communities	
Director	128
Assistant Director Promoting Independence	89
Assistant Director Strategy & Commissioning	89
Assistant Director Personal Care & Support	89
Assistant Director Communities & Well being	89
Environment and Transportation	
Director – left June 2013	32
Director – Sept 2013 onwards	63
Assistant Director Highways	89
Assistant Director Transportation	88
Assistant Director Environment	89
Eastern Shires Purchasing Organisation	
Director	127
Deputy director - retired 30 September 2013.	34
Assistant Director (Finance)	75
Assistant Director (Procurement & Compliance) Started 9 Sept 2013	42
Assistant Director (Operations) – started 27 May 2013	61
Assistant Director (Sales & Marketing) started 24 June 2013	55
East Midlands Councils (hosted by LCC)	
Executive Director	90

Appendix B - Pay and Grading Structure

Effective from 1st January 2015

Grade	Pay Point	Annual Salary (£)	Grade	Pay Point	Annual Salary (£)
There is no Grade 1					
2	3	£13,503	13	40	£38,349
	4	£13,611		41	£39,612
3	5	£13,719		42	£40,941
	6	£13,869		43	£42,366
4	7	£14,094	14	44	£43,728
	8	£14,514		45	£45,180
	9	£14,943		46	£46,719
10	£15,426	47		£48,381	
5	11	£15,942	15	48	£49,950
	12	£16,338		49	£51,603
	13	£16,764		50	£53,331
14	£17,193	51		£55,128	
6	15	£17,649	16	52	£57,330
	16	£18,135		53	£59,667
	17	£18,651		54	£62,166
	18	£19,182		55	£64,935
7	19	£19,743	17	56	£67,815
	20	£20,319		57	£70,836
	21	£20,913		58	£74,004
	22	£21,532		59	£77,325
8	23	£22,212	18	60	£79,677
	24	£22,938		61	£83,091
	25	£23,700		62	£86,637
	26	£24,507		63	£90,351
9	27	£25,368	19	64	£99,657
	28	£26,319		65	£102,204
	29	£27,336		66	£107,019
	30	£28,404		67	£112,203
10	31	£29,562	20	68	£115,764
	32	£30,240		69	£119,499
	33	£30,981		70	£123,447
	34	£31,782		71	£127,689
11	35	£32,649	21	72	£125,523
	36	£33,660	73	£131,298	
	37	£34,737	74	£137,337	
	38	£35,883	75	£143,655	
12	39	£37,128	22	76	£167,985
			77	£173,949	
			78	£180,213	
			79	£186,981	



EMPLOYMENT COMMITTEE – 5 MARCH 2015

CHIEF OFFICER PAY AWARD 2014 - 2016

REPORT OF THE DIRECTOR OF CORPORATE RESOURCES

Purpose

1. The purpose of this report is to note the action taken by the Chief Executive to implement a pay award for employees covered by the Joint Negotiating Committee (JNC) for Chief Officers (i.e those on grades 18 – 21).

Background

2. The County Council was notified of the nationally negotiated pay award in a letter from the JNC received on 2 February 2015 (Members were verbally notified of this award at the Employment Committee meeting dated 4 February).
3. Although the Council has implemented local pay grades since 2002, the Council has committed to apply JNC pay awards. No pay award has been agreed by the JNC for Chief Officers since 2009.
4. An initial pay award offer of 1% on full-time equivalent basic salary of £99,999 or less as at 31 March 2014 was made by the Employers' Side in July 2014. The final award of 2% followed the national pay award agreed for Local Government Employees, noted by the Employment Committee at its meeting on 4 February 2015.

Key Points

5. The JNC pay award comprises of a 2% increase for Chief Officers on full-time equivalent basic salary of £99,999 or less as at 31 December 2014, effective from 1 January 2015 – 31 March 2016. Within the Council, this applies to employees on Grade 18 and the first pay point of grade 19.
6. A pay award for the same period 2014 - 2016 has yet to be agreed at national level for Chief Executives.

Implementation

7. As the Employment Committee was not due to meet before the end of February, the Chief Executive agreed, following consultation with the Chairman and Spokesmen of the Committee, to exercise his delegated powers in the case of matters of urgency to enable the award to be implemented. This allowed employees to receive the pay increase in February 2015. When action is taken under these powers details have to be reported to the next appropriate meeting of the body concerned.

Recommendations

8. That the report be noted.

Background Papers

None.

Circulation under the Local Issues Alert Procedure

None.

Officer to Contact

Gordon McFarlane, Assistant Director, Corporate Services and Transformation
Tel: 0116 305 6123
Email: Gordon.mcfarlane@leics.gov.uk

Appendices

Leicestershire County Council Grade Structure January 2015 – March 2016

Equality and Human Rights Implications

None.

Leicestershire County Council Grade Structure

January 2015 – March 2016

Grade	Pay Point	Salary from 1 Jan 2015	Hourly Rate 01/01/15
2	3	£13,503	£6.99
3	4	£13,611	£7.05
	5	£13,719	£7.11
4	6	£13,869	£7.18
	7	£14,094	£7.30
	8	£14,514	£7.52
5	9	£14,943	£7.74
	10	£15,426	£7.99
	11	£15,942	£8.26
6	12	£16,338	£8.46
	13	£16,764	£8.68
	14	£17,193	£8.91
	15	£17,649	£9.14
7	16	£18,135	£9.39
	17	£18,651	£9.66
	18	£19,182	£9.94
	19	£19,743	£10.23
8	20	£20,319	£10.52
	21	£20,913	£10.83
	22	£21,532	£11.15
	23	£22,212	£11.51
9	24	£22,938	£11.88
	25	£23,700	£12.28
	26	£24,507	£12.69
	27	£25,368	£13.14
10	28	£26,319	£13.63
	29	£27,336	£14.16
	30	£28,404	£14.71
	31	£29,562	£15.31
11	32	£30,240	£15.66
	33	£30,981	£16.05
	34	£31,782	£16.46
	35	£32,649	£16.91
12	36	£33,660	£17.43
	37	£34,737	£17.99

	38	£35,883	£18.59
	39	£37,128	£19.23
13	40	£38,349	£19.86
	41	£39,612	£20.52
	42	£40,941	£21.21
	43	£42,366	£21.94
	44	£43,728	£22.65
14	45	£45,180	£23.40
	46	£46,719	£24.20
	47	£48,381	£25.06
	48	£49,950	£25.87
15	49	£51,603	£26.73
	50	£53,331	£27.62
	51	£55,128	£28.55
	52	£57,330	
16	53	£59,667	
	54	£62,166	
	55	£64,935	
	56	£67,815	
17	57	£70,836	
	58	£74,004	
	59	£77,325	
	60	£79,677	
18	61	£83,091	
	62	£86,637	
	63	£90,351	
	64	£99,657	
19	65	102,204	
	66	107,019	
	67	112,203	
	68	115,764	
20	69	119,499	
	70	123,447	
	71	127,689	
	72	125,523	
21	73	131,298	
	74	137,337	
	75	143,655	
	76	167,985	
22	77	173,949	
	78	180,213	
	79	186,981	

EMPLOYMENT COMMITTEE – 5 March 2015**ORGANISATIONAL CHANGE POLICY AND PROCEDURE****SUMMARY OF ACTION PLANS****REPORT OF THE CHIEF EXECUTIVE****Introduction**

1. The purpose of this report is to present a summary of current Action Plans which contain provision for compulsory redundancy and details of progress in their implementation.

Background

2. At its meeting on 11 February 2010 the Committee approved a new Organisational Change Policy and Procedure (replacing the Policy in the Event of Redeployment and Redundancy) together with revised arrangements through which the Committee would exercise its oversight of the implementation of that procedure.
3. In accordance with that decision, summaries of current Action Plans are attached as follows:
 - Appendix A1 – Implementation Completed
 - Appendix A2 – Implementation Underway
4. The arrangements also involve presenting a summary of any outstanding comments/concerns raised by members of the Committee. There are no outstanding comments/concerns on this occasion.
5. Members are asked to indicate where they wish a representative of the Department concerned to be present to answer any questions in any particular case, if they have not already done so.

Equality and Diversity Implications

6. The Organisational Change Policy and Procedure is designed to ensure that changes which impact on employees are implemented in a fair and non-discriminatory manner.

Recommendation

7. That the report be noted.

Officer to Contact

Ben Holihead, Democratic Services
☎ 0116 305 6339
Email: ben.holihead@leics.gov.uk

Lucy Littlefair, Corporate HR Manager
☎ 0116 305 6333
Email: lucy.littlefair@leics.gov.uk

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EMPLOYMENT COMMITTEE –5th March 2015

SUMMARY OF CURRENT ACTION PLANS - IMPLEMENTATION COMPLETED

Action Plan	Date Approved	Outcome
A&C - Communities and Wellbeing Phase 1	28/04/2014	8 redundancies
RES - Commissioning Construction and Hard FM Teams	14/04/2014	2 redundancies

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EMPLOYMENT COMMITTEE – 5th March 2015

SUMMARY OF CURRENT ACTION PLANS - IMPLEMENTATION UNDERWAY

Action Plan	Date Approved	Current Position	Next Steps	Max Compulsory Redundancies
A&C - Arts and creative industries officer post	14/10/21014	Deletion of post.	Consultation	1 redundancy
CEX - Strategy, Partnership & Communities : Closure of Kegworth Community Centre	08/09/2014	Kegworth Community Centre will close and staff have already been spoken to	Closure expected at the end of January	3 redundancies
C&FS - Children's Social Care : Family Safeguarding Service, Child Protection Service	12/11/2014	Ready for launch date on 13 th November 2014		1 redundancy
C&FS Phase 1 – Management Grades 12 – 15	13/11/2014	Consultation currently ongoing		28 redundancies
E&T Departmental Restructure	30/01/2015	Consultation started 03/02/2015	Consultation	4 redundancies
Corporate Resources – People & Transformation Phase 2	08/08/2014	Formal Consultation Period	Mid point meeting 04/08/2014	2 redundancies
RES - Property Service and Asset management	31/12/2015	Single redundancy	Consultation; on redeployment	1 redundancy

Action Plan	Date Approved	Current Position	Next Steps	Max Compulsory Redundancies
RES - School Food Service – Thurnby St. Lukes	09/02/2015	Consulting	Finish consultation	1 redundancy
RES - School Food Service – Great Glen St. Cuthberts	09/02/2015	Consulting	Finish consultation	1 redundancy
RES - Employee Service Centre Restructure	09/02/2015	Consulting		12 redundancies