

# STAFFING AND APPEALS COMMITTEE



Cambridgeshire  
County Council

**Thursday, 25th May 2017**

**1.00p.m.**

**Room 128  
Shire Hall  
Cambridge CB3 0AP**

**Democratic and Members' Services**

Quentin Baker

LGSS Director: Law & Governance

Shire Hall

Castle Hill

Cambridge

CB3 0AP

## AGENDA

1. Election of Chairman/woman (oral)
2. Election of Vice-Chairman/woman (oral)
3. Apologies and Declarations of Interests (oral)

*Guidance for Councillors on declaring interests is available at  
<http://tinyurl.com/ccc-conduct-code>*

4. Minutes – 21st March 2017 (pages 2-4)
5. Exclusion of Press and Public (oral)

*To resolve that the press and public be excluded from the meeting on the grounds that the agenda contains exempt information under Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed (information relating to any individual.)*

6. Children, Families and Adults Leadership Review – (to follow)  
Outcome of Consultation

The Staffing and Appeals Committee comprises the following members:

*To be confirmed at the Annual Meeting of Council on 23 May 2017*

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact Michelle Rowe, Democratic Services on 01223 699180, or by email at [michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk).

## **STAFFING AND APPEALS COMMITTEE - MINUTES**

**Date:** Tuesday 21<sup>st</sup> March 2017

**Time:** 2.00-3.15pm

**Place:** Room 128, Shire Hall, Cambridge

**Present:** Councillors B Ashwood, Sir P Brown, P Bullen, A Dent (Vice Chairman), P Downes, W Hunt, G Kenney, M McGuire, J Schumann (Chairman), S Taylor and J Whitehead

**Officers:** G Beasley, Chief Executive, W Ogle-Welbourn, Interim Executive Director Children, Families and Adult Services (part of meeting only), M Cox, HR Director, J Maulder, Head of Human Resources Advisory Service, and D Cave, Democratic Services Officer

**Apologies:** None

### **72. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **73. MINUTES – 24 JANUARY 2017**

The minutes of the meeting held on 24 January 2017 were confirmed as a correct record and signed by the Chairman.

### **74. PAY POLICY STATEMENT 2016/17**

The Committee received a report reviewing the data currently published on senior employee remuneration, in accordance with both the Local Government Transparency Code 2015 and chapter 8 of the Localism Act 2011. Under the Localism Act 2011, Local Authorities were required to prepare a Chief Officer Pay Policy Statement for each financial year and this had been included as Appendix 1 to the report.

Paragraph 2.1 of the report provided details of the salaries information published on the Council's website, and Appendix 2 set out the details of senior officer pay, showing that one senior officer was paid £150,000 or above, and 90 senior officers earned £50,000 or above. The mean average salary was £25,683 compared with £24,838 in 2016. The pay multiple, which was the ratio of the average salary to the highest salary, was 1:7, which was well within the range of 1:20 recommended by the Fair Pay Review 2010.

Members noted that:

- there had been an error in the draft version relating to the Chief Executive's salary, which had now been corrected;
- there had been no cost of living award to the Corporate Leadership Team.

A Member queried the reference in paragraph 4.3 of the Chief Officer Pay Policy Statement that “The Chief Executive determines the level of increase, if any, to the published pay rates for Chief Officers...”, as it was the Member’s recollection that such decisions had previously been brought to the Staffing and Appeals Committee. It was confirmed that whilst such decisions had been endorsed by the Committee in the past, there was no requirement to do so. The Member suggested that for reasons of transparency and potential conflict of interest, consideration by the Staffing and Appeals Committee should be included as part of the process.

A Member asked why the mean salary had increased by more than 3% in one year. The HR Director explained that this was due to a number of factors: (i) the majority of the workforce had received pay awards linked to the National Pay Award; (ii) employees within grades earned performance related increments; and (iii) turnover and associated recruitment meant that there was some pay inflation due to the competitive recruitment market for some posts, as it was sometimes necessary to start a new recruit at a point higher than the bottom of the pay scale, to secure the most suitable candidate.

A Member queried the relationship between the salary range and salary ceiling, as it appeared in some cases that the ceiling was less than the range given. The HR Director explained that for individuals paid between £50,000 and £150,000, the relevant £5,000 range was given (e.g. £60,000-£65,000) rather than their actual salary. The salary ceiling could be below the top end of the range and the actual salary could be on or below the ceiling. An anomaly was noted where an individual appeared to be earning in excess of the ceiling: it was agreed that the HR Director would provide further information. **Action required.**

The following amendment to the second line of Paragraph 4.3 of the Statement was put forward:

“The Chief Executive, in consultation with the Staffing and Appeals Committee, determines the level of increase, if any...”

This amendment was moved by Councillor Bullen and seconded by Councillor Kenney, and on being put to the vote was unanimously approved. It was noted that this amendment would require consequential changes to the Constitution by the Monitoring Officer, working with Democratic Services. An amendment to the Chief Officer Pay Policy Statement would be tabled at the full Council meeting on 28<sup>th</sup> March.

It was resolved unanimously to:

recommend that Council agree the Pay Policy Statement 2017/18 (Appendix 1 to the report) including the pay multiple, with the above amendment.

## **75. EXCLUSION OF PRESS AND PUBLIC**

It was resolved unanimously:

That the press and public be excluded from the meeting on the grounds that the agenda contained exempt information under Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed (information relating to any individual).

**76. CHILDREN, FAMILIES AND ADULTS LEADERSHIP REVIEW**

The Committee considered a report on the leadership structure for the Children, Families and Adults' (CFA) service.

Chairman