

## **MAIDSTONE BOROUGH COUNCIL**

### **MEMBER AND EMPLOYMENT AND DEVELOPMENT PANEL**

#### **MINUTES OF THE MEETING HELD ON 23 JANUARY 2012**

**Present:** Councillor Lusty (Chairman), and  
Councillors Burton, Chittenden, Daley, English,  
Garland, Greer, Hotson, Paine, Robertson, J.A. Wilson  
and Mrs Wilson

17. APOLOGIES FOR ABSENCE

There were no apologies for absence.

18. NOTIFICATION OF SUBSTITUTE MEMBERS

There were no Substitute Members.

19. NOTIFICATION OF VISITING MEMBERS

There were no Visiting Members.

20. DISCLOSURES BY MEMBERS AND OFFICERS

The Head of HR Shared Services declared a personal interest on behalf of Officers present in Agenda Item 9 – review of Pay Scales 2012.

21. DISCLOSURES OF LOBBYING

There were no disclosures of lobbying.

22. EXEMPT ITEMS

RESOLVED: That the items on Part II of the Agenda be taken in private as proposed.

23. MINUTES

RESOLVED: That the Minutes of the Meeting held on 4 July 2011 be approved as a correct record and signed.

24. PAY POLICY STATEMENT

The Panel considered the report of the Chief Executive regarding a requirement of the Localism Act 2011 which requires English and Welsh local authorities to produce a pay policy statement for 2012/13 and for each financial year after that.

The Head of HR Shared Service informed the Panel that there are some areas, e.g. the pay multiplier, where clarification is still being sought and, therefore, minor changes may need to be made to the Pay Policy Statement before it is published.

The Panel asked a number of questions regarding, inter alia, definition of earnings, car allowances/mileage rates, market supplements and training of current staff.

The Head of HR Shared Service circulated amendments to the following areas of the Pay Policy Statement:-

- Pay multiplier (page 15)
- Car allowances and Bonuses (page 13)
- National Information (Appendix D)
- Explanation of information published (Appendix I(H))

The Panel felt that as there was currently no member of staff receiving a market supplement, then the Pay Policy Statement should say just that.

RESOLVED:

1. That Council be recommended to:-

- i) approve the Pay Policy Statement, as amended by the Head of HR Shared Service and subject to the following amendments:-

Page 11, 3.2 – Market Supplements – delete all wording, except for the last sentence “Currently there are no employees in receipt of Market Supplements within the Council.”

Page 13, 3.5 – Car Allowances – include the mileage rates paid for the two levels of car allowance.

- ii) That the Chief Executive, in consultation with the Chairman and Political Group Spokespersons, be given delegated authority to make minor amendments to the Pay Policy Statement, if required, prior to publication, including any amendments required following the negotiations with trade unions on the annual pay review.

2. That a further analysis of the car allowances figures and mileage rates be undertaken by Officers and reported back to this Panel.

25. EXCLUSION OF THE PUBLIC FROM THE MEETING

RESOLVED: That the public be excluded from the meeting for the following items of business because of the likely disclosure of exempt information for the reasons specified, having applied the Public Interest Test:-

**Head of Schedule 12A  
and Brief Description**

Review of Pay Scales 2012

4 = Labour Relations

26. REVIEW OF PAY SCALES 2012

The Panel considered the report of the Chief Executive regarding a review of the current pay scales.

RESOLVED: That the recommendations be approved.

27. DURATION OF MEETING

6.30 p.m. to 8.50 p.m.