

## **EMPLOYMENT MATTERS COMMITTEE**

**3 FEBRUARY 2016**

### **REVIEW OF PAY PROGRESSION SCHEME**

Report from: Tricia Palmer, Assistant Director, Organisational Services

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#### **Summary**

To update the Committee on the implementation arrangements of the proposed change to the MedPay policy relating to colleagues who had been absent for a period of greater than six months.

#### **1. Budget and Policy Framework**

1.1 The staffing implications of pay progression are a matter for this Committee, which can decide on the policies and processes supporting any changes in staffing.

#### **2. Background**

2.1 Further to staff, manager and Trade Union feedback, HR presented various changes to the MedPay scheme to Corporate Management Team on 24 June 2015. Corporate Management Team's subsequent decisions on these changes were shared with the whole staff group, as agreed by this Committee on the 9 September 2015. A report was presented to this Committee on 2 December 2015 on a number of proposed changes to the MedPay scheme.

2.2 The Committee agreed to revise the existing policy by increasing to four levels of assessment by changing Level One to 1(A) and 1(B) (to be implemented with immediate effect). The Committee also asked the Assistant Director, Organisational Services, to report back to the next meeting with proposals on how the change to the policy whereby employees who are absent for sickness reasons would no longer be given an automatic level 2 and each case would be treated individually would be implemented. In the meantime Members noted that the proposal to change the criteria for automatic Level 2 to apply only to staff on maternity, adoption, and other authorised leave would be suspended pending the outcome of the review.

2.3 This report is an update on that further review.

### **3. Consultation**

3.1 Officers met with Trade Unions on 13 January 2016 to discuss this element of the MedPay review. The Trade Unions asked the Council to retain the current arrangement where staff who are absent for sickness reasons are automatically assessed at a Level 2 and would therefore (subject to other qualifying factors) be entitled to receive any performance related pay increase.

3.2 The Trade Unions posited that the impact of these changes would only affect a small number of staff and in most circumstances, this cohort would be on reduced pay and therefore already under financial strain and other related pressures. It was agreed that a revision to the original proposal would be taken to this Committee to retain the current arrangements but to re-visit this again at any future review of MedPay arrangements.

### **4. Financial implications**

4.1 None

### **5. Legal implications**

5.1 None

### **6. Recommendations**

6.1 Employment Matters Committee are asked to

- a) note the proposal made by the Trade Unions and agreed in principle by Officers
- b) agree to retain the existing arrangements in place to award a Level 2 performance rating for employees who are absent for a period not less than six months in any performance review period (including absence due to long term sickness). Note that this aspect of the policy will be reviewed following the review of the Medpay arrangements
- c) note that this aspect of the policy will be reviewed as part of any future review of the MedPay arrangements

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**Background Papers:** None

**Appendices:** None