

# **FINANCE AND PERFORMANCE MANAGEMENT PORTFOLIO DECISION RECORD**

11th November 2005

**Present:**

Councillor Peter Jackson (Finance and Performance Management Portfolio Holder)

Officers: Ian Parker, Director of Neighbourhood Services  
Pat Watson, Democratic Services Officer

## **1. 2nd and 3rd Tier Officer Salary and Grading Review** (*Director of Neighbourhood Services*)

**Type of decision**

Non Key

**Purpose of report**

To set out the proposed process for reviewing the salaries of the Second and Third Tier Chief Officers employed by the Council and request the Portfolio Holder's views on some aspects of the process.

**Issue(s) considered by the Portfolio Holder**

The Portfolio Holder was advised that the Council had reviewed the salary of the Second and Third Tier Chief Officers during late 1998 / early 1999 with an interim review in December 2002 that had been reported to Cabinet. The Director of Neighbourhood Services advised that the Council's Remuneration Strategy states that these salaries should be reviewed every three years but a full review had not been undertaken in 2002 primarily due to the changes that were taking place in the Council and changes in its senior management since then. As the Corporate Restructure had now been agreed and was being implemented it was necessary to undertake and complete this Second and Third Tier review.

The Portfolio Holder was advised that the Director of Neighbourhood Services had been identified as the Corporate Director who would lead the process. The Employers Organisation had been appointed to undertake the technical evaluation of the salaries and recommend an appropriate salary and grading structure and it was expected that this process would be completed by mid-January.

The Portfolio Holder was asked to decide when the salary levels should apply from and the three main options were outlined in the report.

The Portfolio Holder was also asked to consider the potential role for Scrutiny in the evaluation and was advised that, by agreement of the Scrutiny Coordinating Committee, it may be possible to request them to examine the recommendations of the Employers Organisation prior to his decision. In order to fit in with the timetable a strict completion date should be set for the scrutiny process and it was suggested that this be 10<sup>th</sup> February 2006. The report indicated that the Portfolio Holder could then make a final decision at his Portfolio meeting in March, although it was felt it may be considered appropriate to refer the final recommendations and findings of Scrutiny to Cabinet for a final decision.

### **Decision**

The Portfolio Holder:

- (a) Noted the arrangements made to date and approved the timescale and process for the review.
- (b) Approved the third Option, ie the salary levels, when agreed upon, should apply from 1<sup>st</sup> April 2006, as this would be the month following the anticipated completion of the review.
- (c) Requested that the Scrutiny Coordinating Committee be asked to examine the recommendations of the Employers Organisation.
- (d) That Scrutiny Co-ordinating Committee be asked to complete their examination by 10<sup>th</sup> February 2006.
- (e) That on completion of the examination, the Scrutiny Coordinating Committee be requested to report their recommendations to Cabinet.

**J A BROWN**

**CHIEF SOLICITOR**

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