

## CHIEF OFFICER PAY PANEL

11 August 2016

Present: Councillor M Watkin (Chair)  
Councillor S Bolton (Vice-Chair) (for minute no. 5)  
Councillors A Grimston, J Johnson and N Shah

Officers: Managing Director (via tele conference)  
Human Resources Manager  
Democratic Services Manager

### 1 **Apologies for absence**

There were no apologies received.

### 2 **Disclosures of Interest**

There were no declarations of interest.

### 3 **Minutes**

The minutes of the Chief Officer Pay Panel meeting held on 8 December 2015 were signed.

### 4 **Exclusion of press and public**

RESOLVED

that, under Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during consideration of the item there would be disclosure to them of exempt information as defined in Section 100(1) of the Act for the reasons stated in the report.

## **Deputy Managing Director Job Evaluation / Pay**

A report was received by the Head of Human Resources. The report contained details of the job evaluation and proposed pay grade. The evaluation had been carried out by the Local Government Association (LGA) under the Senior Manager Job Evaluation Scheme.

The Managing Director introduced the report and explained that the role would have oversight and leadership of a substantial amount of work. It would be a very senior role in a context where the council was driving forward £1.5bn of significant programmes. Cabinet had taken the view that the skill set needed would include extensive experience and the ability to command authority as there would be a significant amount of delegated authority.

The Human Resources Manager explained that job evaluation was a system carried out for all posts. During the evaluation the job description had been looked at in detail, for example consideration was given to the knowledge required and the impact of the role. Points were given for each factor which then produced a total score to give a rank order across the council. The role of Deputy Managing Director had been evaluated between the roles of Managing Director and Head of Service +. The evaluation was then used to look at the market rate for similar posts.

The Panel discussed the report and the Managing Director and Human Resources Manager responded to questions.

The Panel thanked Human Resources for the work they had done on the job evaluation.

### **RESOLVED**

1. That the job evaluation outcome set out in paragraph 2.2 of the report be endorsed.
2. That the proposed pay as specified in paragraph 2.5 be agreed.

Chair

The Meeting started at 6.30 pm  
and finished at 7.00 pm

