

Part A

Report to:	Council Functions Committee
Date of meeting:	14 June 2022
Report of:	Executive Head of Human Resources & Organisational Development
Title:	New Pay Grade – Associate Directors (Deputy Chief Officers)

1.0 SUMMARY

- 1.1 The purpose of this report is to consider the pay scales for senior staff, specifically at Deputy Chief Officer level with the new grade of Associate Director, as approved by Cabinet on 13 June 2022. Associate Directors will be tier 3 officers within the local authority and as such will be responsible for more than one service area within a newly created Directorate, led by an Executive Director. The new grade of Associate Director will replace the existing grade of Head of Service, with greater levels of accountability and responsibility and should be remunerated in accordance with these new levels of responsibility. Officers for this new post will be appointed on National Joint Council (NJC) terms and conditions of employment.
- 1.2 The current pay bands for senior managers, previously referred to as Heads of Service, covers bands 11 and 11+ and while benchmarking data suggest that rates of pay at this level are comparable to other district authorities of a similar size, Watford is an urban, Mayoral led authority with a new council plan for the next 4 years, an ambitious programme for residents, large scale developments and significant investment leverage.
Heads of Service Pay band 11 is £53,861 to £58,124 (excluding London Weighting Fringe Allowance)
Pay band 11+ is £60,368 to £65,263 (excluding London Weighting Fringe Allowance)
Note: Pay band 11+ will be retained and the criteria for entry to the band, previously restricted to those carrying out Head of Service roles, will be revised. Until the revised criteria is finalised the band will not be used.
- 1.3 Watford's location also means that it is competing in the job market with London and the South East, as well as its own East of England region.
The combination of the above requires recruitment and retention of very high performing senior members of staff in a very competitive market place. Appendix 2 outlines benchmarking data undertaken to support the new pay band for Associate Directors.
- 1.4 **Extended Pay Band – Grade 12**
An additional extended pay band is proposed for Deputy Chief Officers only, currently referred to as Associate Directors and for this pay band to be considered as Grade 12. It will be restricted to those operating at Deputy Chief Officer (Associate Director level) only due to the scope, breadth and responsibility levels of this post. It is proposed that the additional pay band (excluding London Weighting Fringe Allowance) starts at a minimum of £70,000 and has four further points: £72,500; £75,000; £77,500 and £80,000. These rates will be reviewed in line with the annual pay review.

2.0 RECOMMENDATION

- 2.1 That the proposed new pay band 12 is approved by the Committee.
- 2.2 That the new pay band is restricted to those at Deputy Chief Officer level only due to the scope, responsibility and accountability of the role.
- 2.3 That the post of Associate Director is appointed to on NJC terms and conditions of employment.

Contact Officer:

For further information on this report please contact:
Terry Baldwin, Executive Head of Human Resources & Organisational Development.

Report approved by: Donna Nolan Managing Director

3.0 IMPLICATIONS

3.1 Financial

- 3.1.1 The introduction of a new pay band will be managed within existing budgets and follows the reorganisation of the senior structure of the Council as set out in the report to Cabinet of 13 June 2022 – see appendix 1.

3.2 Legal Issues (Monitoring Officer)

- 3.2.1 The Group Head of Democracy and Governance comments that this increased grading is required to be able to implement the proposed senior management restructure. This committee is responsible for determining terms and conditions for staff, including pay (except chief officer pay).

3.3 Equalities

- 3.3.1 There are no known equalities implications.

3.4 Potential Risks

Potential Risk	Likelihood	Impact	Overall score
It is difficult to recruit to senior management levels within the authority.	3	3	9
Retention of existing talent at senior management level within the Council is not possible.	3	3	9

3.5 **Staffing**

3.5.1 Affected staff will be subject to consultation regarding the new proposals and if appointed to the new role of Associate Director, will be paid in accordance with the scale for that role.

3.6 **Accommodation**

3.6.1 Not applicable

3.7 **Community Safety**

3.7.1 Not applicable

3.8 **Sustainability**

3.8.1 Not applicable

Appendices

Part B Appendix 1: Report to Cabinet 13 June 2022.

Appendix 2: Benchmarking data

Background Papers

No papers were used in the preparation of this report.