

## EMPLOYMENT CONDITIONS COMMITTEE

15 OCTOBER 2007

Present: County Councillor Stephens (Chairperson);  
County Councillors Berman, Derbyshire, Jones,  
Salway, Walker and Walsh

Apologies: County Councillor Sheppard

### 17 : MINUTES

The minutes of the meeting held on 5 September 2007 were approved as a correct record and signed by the Chairperson, subject to the recording in the minutes that the City & County Treasurer and Chief People & Organisational Development Officer were only present for the item relating to the Chief Executive's Remuneration.

### 18 : REVIEW OF ARRANGEMENTS FOR CHIEF EXECUTIVE'S REMUNERATION

The Chief People & Organisational Development Officer reported that the report prepared for this Committee on 5 September had detailed the background to the review of the contractual position and remuneration of the Chief Executive following the Wales Audit Office report on Members Allowances and Officers' Remuneration. Consideration of this report had been deferred to this meeting. A copy of the report, together with the independent report of the Hay Group on Chief Executive Remuneration, was submitted.

Since the last meeting, the Committee was advised that agreement had been reached within the Joint Negotiating Committee for Chief Executives of Local Authorities on pay and conditions for Chief Executives in 2007/08. Consequently, individual salaries and salary scales were increased by 2.475% from 1 April 2007, resulting in the current salary of the Chief Executive being amended from £141,888 per annum to £145,401.

In accordance with a report of the Wales Audit Office, decisions relating to all senior managers' (Chief Officers and above) remuneration were now taken by this Committee on the basis of a full report with an independent Hay assessment of job and market rates.

A particular issue highlighted within that report related to the payment of returning officer fees to the Chief Executive and required that such payment should take place in a way which complied with statutory requirements. The Chief Executive had requested that his salary be paid exclusive of returning officer fees with effect from 1 June 2005, pending the outcome of the Audit Report. Payment of all returning officer fees to the Chief Executive were now made separately.

As part of the Senior Management Review, the Hay Group had been asked to carry out a review of the Chief Executive remuneration, to confirm the evaluation for the post in the light of current roles and responsibilities, to benchmark against relevant pay data, and to make recommendations as to the appropriate salary scale for the Chief Executive role within the Council.

The Chair invited comments from Members which were responded to by the Chief People & Organisational Development Officer and the City and County Treasurer.

At this stage of the meeting the Committee moved the appropriate resolution to exclude press and public.

#### *EXCLUSION OF THE PUBLIC*

*RESOLVED - That the public be excluded for the following item of business on the grounds that if members of the public were present during the discussions, because of the nature of the business to be transacted, there would be disclosure to them of exempt information as defined in Section 100(1) of the Local Government Act 1972, and Categories 1 and 3 of the Local Authorities (Access to Information) (Variation)(Wales) under 2007.*

(The meeting was adjourned at 4.30pm and re-commenced at 4.50pm.)

3.

The Chair introduced Nick Lee of the Hay Group whose report provided Members with an assessment of the pay market with respect to the role of the Chief Executive. He elaborated on his report and answered Members' questions.

RESOLVED – That

1. after taking into account the evaluation of the job by the Hay Group and comparative salary information provided by the JNC for Chief Executives of Local Authorities (dated 28/9/07), the Chief Executive's salary be determined as £156,456 effective from 1 April 2007, which includes the JNC increase of 2.475%. The salary be agreed as the starting point of a salary scale for the position of Chief Executive as follows:

Chief Executive	156,456
	159,531
	163,629
	168,753

2. a revised contract of employment for the Chief Executive with the new salary be issued along with a statement of Terms and Conditions of Employment;
3. the Committee noted that the revised salary takes account of issues arising from the removal of Returning Officer fees from the inclusive salary of the Chief Executive;
4. further progression within the salary range set out in (1) above be linked to a proper review of performance and contribution and Officers be requested to make recommendations on how this would be implemented to the next scheduled meeting of this Committee;
5. this review against performance be carried out in April 2008, with any resultant salary progression being effective from 1 April 2008;

4.

6. to ensure that remuneration arrangements do not fall behind relevant market movements, the salary scale of the Chief Executive – as well as the salary scales for all others within the senior management structure - be reviewed on a three yearly cycle with the next scheduled review in April 2010;
7. the yellow page Hay Group Report be embargoed for 48 hours from 5.00pm on the 15 October 2007, at which point information within the report will be disclosed, if requested.