
Remuneration Committee

MONDAY, 23RD JUNE, 2008 at 18:30 HRS – CIVIC CENTRE, HIGH ROAD, WOOD GREEN, LONDON N22.

MEMBERS: Councillors Adje, Allison, Bull, Gorrie, Griffith (Chair), Meehan, Mughal and Whyte

AGENDA

1. APOLOGIES FOR ABSENCE

2. URGENT BUSINESS

The Chair will consider the admission of any late reports related to items below which will be considered under that agenda item. Any additional items of either unrestricted or exempt business will be considered either under item 6 or 10 below.

3. DECLARATIONS OF INTERESTS

A member with a personal interest in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

A member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgment of the public interest **and** if this interest affects their financial position or the financial position of a person or body as described in paragraph 8 of the Code of Conduct **and/or** if it relates to the determining of any approval, consent, licence, permission or registration in relation to them or any person or body described in paragraph 8 of the Code of Conduct.

4. UNRESTRICTED MINUTES (PAGES 1 - 4)

To confirm the unrestricted minutes of the meeting held on 25 June 2007.

5. CHIEF OFFICER/ SENIOR MANAGER JOB EVALUATIONS (PAGES 5 - 8)

Report of the Assistant Chief Executive (People & Organisational Development) To update the Committee about the application of the job evaluation scheme for Chief Officers in this financial year

6. ANY OTHER UNRESTRICTED ITEMS OF URGENT BUSINESS

To consider any new unrestricted items of business admitted under Item 2 above.

7. EXCLUSION OF THE PUBLIC AND PRESS

The following items are likely to be subject of a motion to exclude the press and public from the meeting as they contain exempt information as defined in section 100A of the Local Government Act 1972; information which is likely to reveal the identity of an individual.

8. MINUTES (PAGES 9 - 14)

To confirm the exempt minutes of the meeting held on 25 June 2007.

9. PERFORMANCE APPRAISAL FOR CHIEF OFFICERS & SENIOR MANAGERS (PAGES 15 - 20)

Report of the Assistant Chief Executive (People & Organisational Development) To report on the operation of the appraisal scheme and recommend pay progression.

10. ANY OTHER EXEMPT ITEMS OF URGENT BUSINESS

To consider any new exempt items of business admitted under Item 2 above.

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13 June 2008

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UNRESTRICTED MINUTES OF THE REMUNERATION COMMITTEE
MONDAY, 25 JUNE 2007

MEMBERS PRESENT

Councillors Griffith (Chair), Meehan and Whyte

Apologies Councillor Bull and Rainger

Also Present: Councillor Jones – substituting for Councillor Bull

Officers present:

Dr I O'Donovan – Chief Executive

Mr S. Young – Assistant Chief Executive – People and Organisational Development

Mr R. Penn – External Independent Adviser

Mr C. Hart – Non-Executive Committees Manager

MINUTE NO.	SUBJECT/DECISION	ACTION BY
RECO01.	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received on behalf of Councillor Rainger, and from Councillor Bull for whom Councillor Jones would be substituting.</p> <p>NOTED</p>	
RECO02.	<p>URGENT BUSINESS</p> <p>There were no items of urgent business.</p>	
RECO03.	<p>DECLARATIONS OF INTERESTS</p> <p>There were no Members declarations of interest.</p> <p>The Assistant Chief Executive – People and Organisational Development – Mr Young advised the meeting that he was declaring an interest as an officer of the Authority who was affected by Item 7 on the agenda as it related to all Chief Officer appraisals, of which he was one. Mr Young advised that he would leave the proceedings during this item if this was required and the Chief Executive would cover the item. Also in respect of Item 8 there was some mention within the report of his post therefore he would also leave the proceedings if Members had comments or concerns.</p> <p>NOTED</p>	
RECO04.	MINUTES	

**MINUTES OF THE REMUNERATION COMMITTEE
MONDAY, 25 JUNE 2007**

	<p>Councillor Meehan sought clarification as to why the minutes of the Committee as far back as May 2006 were being put to the Committee now for approval. Councillor Meehan was of the view that they should have put to the previous meeting for confirmation.</p> <p>In response the Clerk advised that the previous meetings of the Committee were 'special' meetings and Standing Orders did not allow for minutes to be put to such meetings.</p> <p>Councillor Meehan remarked that there would be a need to re-examine Standing Orders to address this issue.</p> <p>The Chair further asked if there were any further comments with regard to the circulated minutes.</p> <p>Councillor Meehan advised that the minutes of the meeting held on 3 May 2007 had not shown his *marked attendance despite it being clear from the minutes that he was at the meeting. Councillor Meehan expressed his concerns and that this was sloppy and poor.</p> <p>There being no further comment the Chair MOVED and it was:</p> <p>RESOLVED</p> <ul style="list-style-type: none"> i. That the unrestricted minutes of the meetings held on 21 June, and 7 November 2006 be signed as an accurate record of the proceedings; and ii. That the unrestricted minutes of the meeting held on 3 May 2007 be signed as an accurate record of the proceedings subject to the inclusion within the attendance record of an * against those Members who were in attendance. 	
RECO05.	<p>EXCLUSION OF THE PUBLIC AND PRESS</p> <p>RESOLVED</p> <p>That the press and public be excluded from the meeting as Items 7 & 8 contained exempt information as defined in section 100A of the Local Government Act 1972; namely exempt information relating to a particular employee.</p> <p style="text-align: center;">SUMMARY OF EXEMPT PROCEEDINGS</p>	
RECO06.	<p>MINUTES</p> <p>AGREED</p>	
RECO07.	<p>PERFORMANCE APPRAISAL FOR CHIEF OFFICERS & SENIOR MANAGERS</p> <p>AGREED RECOMMENDATIONS AS PROPOSED WITHIN THE</p>	

**MINUTES OF THE REMUNERATION COMMITTEE
MONDAY, 25 JUNE 2007**

	CIRCULATED REPORT	
RECO08.	CHIEF OFFICER AND SENRIOR MANAGEMENT JOB EVALUATION AGREED RECOMMENDATIONS AS PROPOSED WITHIN THE CIRCULATED REPORT	
RECO09.	ANY OTHER UNRESTRICTED OR EXEMPT ITEMS OF URGENT BUSINESS There were no items of unrestricted or exempt business. NOTED The meeting ended at 19.05hs.	

COUNCILLOR EDDIE GRIFFITH

Chair

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[No.]

Agenda item:

Remuneration Committee

On 23 June 2008

Report Title: **Chief Officer/ Senior Manager Job Evaluations**

Forward Plan reference number (if applicable): **[add reference]**

Report of: **Chief Executive**

Wards(s) affected: **ALL**

Report for: **Key decision**

1. Purpose

To update the Committee about the application of the job evaluation scheme for Chief Officers in this financial year

2. Recommendations

2.1 The Remuneration Committee is asked to agree the evaluations at paragraphs 10.

Report Authorised by: **Dr Ita O'Donovan, Chief Executive**

Contact Officer: **Steve Davies, Head of Human Resources 020 8489 3172**

3. Chief Finance Officer Comments

3.1 The Chief Finance officer has no specific comment to make.

4. Head of Legal Services Comments

The Head of Legal Services has been consulted on the content of this report and has no specific comment to make.

5. Local Government (Access to Information) Act 1985

5.1 Job evaluation records were used in the preparation of this report.

6. Financial Implications

6.1 All changes to grade will be contained within existing Service budgets.

7. Legal Implications

8.1 Legal comments are outlined in para 5.

8. Equalities Implications

8.1 The proposals ensure that we are applying grades and remuneration to senior staff in a consistent and appropriate manner that meets good practice in line with equal pay legislation and practice.

9. Job evaluation results

Date	Directorate	Job title	JE Score	Old Grade	New Grade	Notes
Apr-08	Adult, Culture & Community	Head of Parks and Bereavement Services	215	PO7	SM2	Fixed Term Project
Apr-08	Childrens & Young People's Service	Head of Secondary Innovations	335	NEW	SM4/5	Time ltd project post
Apr-08	Childrens & Young People's Service	Head of Workforce Development	225	NEW	SM2/3	
May-08	Urban Environment	Transport Policy & Projects Group Manager	140	PO8	SM1	
May-08	Urban Environment	Traffic Group Manager	135	PO8	SM1	
May-08	Urban Environment	Highways Asset Group Manager	135	PO8	SM1	
May-08	Corporate Resources	Strategic Planning & Development Manager	250	NEW	SM3/4	
May-08	Childrens & Young People's Service	Head of Information Strategy & Communications	230	NEW	SM3	
May-08	Urban Environment	Programme Director - Commissioning	145	NEW	SM1	Temp proj post 2 yrs
Jun-08	Corporate Resources	Change Manager Energy Transformation (Capital Ambitions)	200	NEW	SM2	Funded post from Capital Ambitions

Date	Directorate	Job title	JE Score	Old Grade	New Grade	Notes
Jun - 08	Urban Environment	Asst. Director – Planning, Regeneration & Economy	380	NEW	SM7	

10. Future Evaluations

10.1 It is proposed to report these on a quarterly basis to the Chair of the Committee.

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By virtue of paragraph(s) 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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