

LONDON BOROUGH OF BRENT

GENERAL PURPOSES COMMITTEE - 12 NOVEMBER 2003
REPORT FROM THE DIRECTOR OF HUMAN RESOURCES & DIVERSITY

SENIOR STAFF PAY – ADDITION TO HAY GRADES

Above Below
Confidential Line

1. Summary

- 1.1 This report is a tidying-up exercise following the review of Chief Officer/Hay graded staff that took place earlier this year, and proposes an additional grade.

2. Recommendations

- 2.1 Members are asked to:
- 2.1.1 Agree the adoption of a Hay 5 grade as set out in the Appendix to this report, with immediate effect.
- 2.1.2 Agree to remove the SS17 grade that was proposed as part of the Draft Single Status Pay Scales agreed at the meeting of this committee held on 22nd May 2003.

3. Staffing Implications

- 3.1 This report is concerned with the pay of senior managers/chief officers.

4. Financial Implications

- 4.1 The introduction of this new grade does not have a direct financial implication. It is not anticipated that more than 4 or 5 posts will be evaluated to this grade in the short to medium term, on which basis costs will be absorbed by the Units within which the post holders concerned are employed. There are no implications in removing the Single Status grade (SS17) as no-one is paid on it at the present time.

5. Detail

- 5.1 The Hay Review was agreed at a meeting of the General Purposes Committee on 13th January 2003 and implementation of the proposals is now almost complete. The terms of reference of the review covered those posts already on senior management grade.
- 5.2 Four grades were agreed and while this adequately covers the duties of the Chief Executive and Chief Officers there is a further category of officers who carry out highly responsible (and in many cases technical)

duties that do not fall within the definition of the Hay 4 grade (the lowest of the Hay grades) yet are higher than PO9 (the top of the current officer grade range). These posts were not within the ambit of the earlier review.

- 5.3 An additional grade (SS17) was agreed previously (at the meeting of General Purposes held on 22nd May 2003) as part of the draft single status officer grade range. Until the pending implementation of the single status pay grades are agreed, this points range could also be used to create an additional officer grade above PO9 (i.e. PO10). While this would provide some scope for defining payment for posts whose duties exceeded the SS16/PO9 range, as the current or forthcoming London job evaluation schemes would be operating at the extreme limits of their range in determining grades at this high level, the Hay scheme is much better suited to these evaluations.
- 5.4 Test evaluations have been carried out, by Hay Management Consultants and a points level established for the creation of a proposed Hay 5 grade. A salary range has been determined, based on market data and the need to fit the new grade between SS16 and Hay 4, allowing for the addition of London Weighting at the level given to manual staff (currently £2082). This is attached as Appendix 1.
- 5.5 It is proposed that the new grading structure will take effect from 1st November 2003.

6. Background Information

- 6.1 The following documents were referred to in the preparation of this report:
- Hay Report – Review of Reward for Leadership Group 2002;
 - Report to Policy and Resources General Purposes Committee from the Director of Human Resources on Senior Staff Pay 13th January 2003;
 - Pay scales for Hay Grades.

Anyone wishing to inspect the above papers should contact:

Valerie Jones
Director of Human Resources and Diversity
Human Resources & Diversity
Room 305, Brent Town Hall,
Forty Lane, Wembley, Middx. HA9 9HD

Tel: (020) 8937 1089 E-mail: val.jones@brent.gov.uk