

EAST RENFREWSHIRE COUNCILCABINET16 June 2016Report by Deputy Chief ExecutiveAMENDMENT TO COUNCIL PAY AND GRADING SCHEME**PURPOSE OF REPORT**

1. The purpose of this report is to amend the Council pay and grading scheme (approved by Cabinet on 27 June 2007 and amended on 25 March 2010) to establish one new grade to accommodate a management grade beyond those currently provided by the scheme.

RECOMMENDATIONS

2. It is recommended that the Cabinet approve as follows:
- (a) the establishment of Grade 20 as outlined in paragraph 5; and
 - (b) that the Deputy Chief Executive be remitted to consult with the trade unions on the proposals and their implementation.

REPORT

3. In 2010 the Council amended its pay and grading scheme to accommodate the reduction in the number of Heads of Service post. The grading scheme was extended by two grades (18 & 19). These new grades were used to accommodate posts that were carrying out some of the duties of Heads of Service posts that were being removed from the structure.

4. It has become clear that the current pay and grading structure for Local Government Employees amended in 2010 needs to be extended further to address the retention of top talent managers. There is reduced opportunity to move into a Chief Officer post and with larger jobs emerging at senior management level it is proposed to extend the Council's pay and grading scheme to accommodate the allocation of higher level duties

5. The current outcomes of the job evaluation scheme have been reviewed and it has been assessed that the job evaluation scheme can accommodate the addition of one grade above the current maximum of Grade 19 i.e. Grade 20. The details of the grade including level of require job evaluation points and salary scales is as follows

Proposed Grade	Spinal Column Point Range	JE Points Range	Hourly Rate	Annual Salary
20	118 - 122	770 - 800	£36.52 / £38.75	£66,645 / £70,715

6. Where the new grade is proposed there would need to be clear justification for the application of the new grade based on a job evaluation assessment. Criteria for the application of the proposed grade will be set out and will be sufficiently explicit to allow the application of the new grade to be managed on a controlled and objective basis within the job evaluation scheme. The criteria will emphasise the requirement for a post to be primarily of a wider managerial nature beyond single team responsibility, and will demand a substantial degree of capacity, knowledge and ability from the post holder.

7. The number of posts on the new grade and any consequent effect on the grade below will be controlled to avoid undue upward pay drift. The criteria is defined as part of the job evaluation scheme in order to determine whether posts should qualify for the new grades, although there will also be a need to exercise managerial/professional judgment in reaching such decisions.

8. It is important to recognise that the creation of the new grade is not a means to afford a general grading increase of the current senior management structure. The proposed extension of the Council's pay and grading scheme is designed to accommodate the allocation of higher level duties to lower levels of management. The Council has already carried out a job evaluation exercise on existing senior management posts and the implementation of this report is not intended to promote a culture of grading reviews across the Council.

9. The proposed approach to implementation of the new grade is as follows:

Directors will submit proposals for the application of the new grade to the Deputy Chief Executive for consideration.

Details of related restructuring must be provided.

A detailed job description, person specification and completed job evaluation questionnaire will be required in support of any application.

The Deputy Chief Executive will arrange for an assessment of the application under the job evaluation scheme to ensure the levels of responsibility justify the grade.

The Deputy Chief Executive will determine any applications.

FINANCIAL IMPLICATIONS

10. There will be financial implications as Directors review their structures and possibly recommend the establishment of posts at the new grades. The financial implications of these recommendations will need to be stated at that time. However, the new grades should only be applied in conjunction with restructuring proposals which will make savings and can be accommodated within the department's budgets.

TRADE UNION CONSULTATION

12. The trade unions will need to be consulted on the proposals and their implementation and this will now be undertaken by the Deputy Chief Executive.

RECOMMENDATIONS

13. It is recommended that the Cabinet approve as follows:
- (a) the establishment of Grade 20 as outlined in paragraph 5; and
 - (b) that the Deputy Chief Executive be remitted to consult with the trade unions on the proposals and their implementation.

Deputy Chief Executive
June 2016

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KEY WORDS

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