



## Senior Remuneration Sub-Committee

**Date:** THURSDAY, 31 JANUARY 2019  
**Time:** 11.30 am  
**Venue:** COMMITTEE ROOM 1 - 2<sup>ND</sup> FLOOR WEST WING, GUILDHALL

**Members:** Deputy Edward Lord (Chair)  
Deputy Catherine McGuinness (Deputy Chairman)  
Deputy Keith Bottomley  
Simon Duckworth  
Deputy Kevin Everett  
Deputy the Revd Stephen Haines  
Jeremy Mayhew  
Ruby Sayed  
Alderman Sir David Wootton

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Tel No. 02073321418

**Lunch will be served in Guildhall Club at 12.30pm**  
**NB: Part of this meeting could be the subject of audio or video recording**

**John Barradell**  
**Town Clerk and Chief Executive**

# AGENDA

1. **APOLOGIES**
2. **MEMBERS DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF THE ITEMS ON THE AGENDA**
3. **MINUTES**  
To agree the public minutes of the Sub-Committee meeting held on 8 November 2018.  

**For Decision**  
(Pages 1 - 4)
4. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**
5. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**
6. **EXCLUSION OF THE PUBLIC**  
MOTION – That under Section 100 (A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12 A of the Local Government Act.

## **Part 2 Non-Public - Confidential Agenda**

7. **MINUTES**  
To agree the confidential minutes of the Sub-Committee meeting held on 8 November 2018.  

**For Decision**  
(Pages 5 - 6)
8. **SENIOR OFFICER REMUNERATION**  
Report of the Town Clerk.

**NB: Given the very confidential nature of this item it will not be available electronically. Members will be required to collect and sign for a copy of the report prior to the meeting and to return the paper at the conclusion of the Sub-Committee's business.**

**For Decision**

## SENIOR REMUNERATION SUB-COMMITTEE

Thursday, 8 November 2018

**Minutes of the meeting of the Senior Remuneration Sub-Committee held at the Guildhall EC2 at 9.30 am**

### **Present**

#### **Members:**

Deputy Edward Lord (Chair)  
Deputy Catherine McGuinness (Deputy Chair)  
Deputy Keith Bottomley  
Simon Duckworth  
Deputy the Revd Stephen Haines  
Jeremy Mayhew  
Ruby Sayed  
Alderman Sir David Wootton

#### **Officers:**

John Barradell	- Town Clerk and Chief Executive
Angela Roach	- Town Clerk's Department
Chrissie Morgan	- Director of Human Resources

#### **1. APOLOGIES**

An apology for absence was received from Kevin Everett.

#### **2. MEMBERS DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF THE ITEMS ON THE AGENDA**

There were no declarations.

#### **3. MINUTES**

The public minutes of the meeting held on 2 July 2018 were approved.

#### **4. SENIOR MANAGEMENT GROUP REMUNERATION**

The Sub-Committee considered a joint report of the Town Clerk and Director of Human Resources concerning the salary scales for the Senior Management Group and the assessment of Chief Officers progressing through those scales. The report noted that incremental increases were based on between 1 - 6% depending on performance.

The Town Clerk was heard in support of the report. He advised that factors such as long service and market rates contributed to the complexity of the current system and to it being less transparent. A new, more transparent, system which reflected current market forces was now needed.

It was noted that the salaries of some Chief Officers were a matter of public record and should in future be set out in the public report. To inform debate it might nevertheless be necessary to draw on the role and performance of individual officers. It was therefore agreed that any detailed discussion on the remuneration of senior officers should take place in the non-public part of the meeting.

RESOLVED – that the report be noted.

5. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB-COMMITTEE**

There were no questions.

6. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There were no urgent items.

7. **EXCLUSION OF THE PUBLIC**

MOITION – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of the Schedule 12 A of the Local Government Act:-

<b>Item Nos.</b>	<b>Paragraph(s) in Schedule 12A</b>
8 and 9	1 and 4

**Part 2 - Non-Public Confidential Agenda**

8. **MINUTES**

The non-public confidential minutes of the meeting held on 2 July 2018 were approved.

9. **SENIOR MANAGEMENT GROUP REMUNERATION**

The Sub-Committee considered a joint report of the Town Clerk and Director of Human Resources concerning the salary scales for the Senior Management Group (SMG) and the assessment of Chief Officers progressing through those scales. The report noted that incremental and performance increases were based on between 1 - 6%.

A number of questions were raised and answered. Amongst other items, that included whether the level of performance pay for the SMG was in line with public sector pay increases, the growing number of requests for market forces supplement payments and whether the current structure was fit for purpose.

The Chair suggested that a workshop should be arranged for Members of the Establishment Committee and the Sub-Committee to consider, amongst other things, any data/information on historical trends, the performance pay process,

bench marking and how the proposed scales had been determined. Members of the Sub-Committee supported this.

RESOLVED – that the content of the report be noted and that a workshop on the SMG’s remuneration be held in January to which all Members of the Establishment Committee and this Sub-Committee should be invited to attend.

**The meeting closed at 10.20am**

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Chair

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