



Coventry City Council

6

Public report

**Report to:
Cabinet**

6th September 2005

Report of the Head of Human Resources

**Title: Director of Children, Learning and Young People and
Director of Community Services**

1 Purpose of the Report

- 1.1 To recommend a grade and salary for the new post of Director of Children, Learning and Young People.
- 1.2 To apply retrospectively any change to the grade and salary for the Director of Community Services arising from the salary review in 2005/06

2 Recommendations

- 2.1 To approve the appointment of the Director of Children, Learning and Young People post at a salary up to £115k within a salary range of £110k - £115k.
- 2.2 To apply retrospectively any change to the grade of the Director of Community Services post, arising out of the 2005/06 salary review.

3 Background

- 3.1 . Members are aware that the Government's Children Act known as "Every Child Matters" and the Green Paper "Independence, Well-being and Choice" has led to proposals being put forward for changes to the organisational structure of the council. The outcome of those changes (whatever the final form of the structure) will be the deletion of the existing posts of Director of Education and Libraries and the Director of Social Services and Housing, and the creation of two new posts, Director of Children, Learning and Young People, and Director of Community Services.
- 3.2 Under these proposals, the functions of the Director of Social Services as laid out in the 1970 Local Government Act will be abolished in Coventry City Council on the appointment of the Director of Children, Learning and Young People and he or she will become the designated 'Director of Children's Services' as laid down in the Children Act 2004 and the Director of Community Services would take on any formal or statutory responsibilities that parliament or guidance lays down for the 'Director of Adult Services'.

- 3.3 This report is to seek formal approval for the salary of the post of Director of Children, Learning and Young People and applying retrospectively any change to the grade and salary for Director of Community Services.
- 3.2 The existing Director salary structure was set up in 2002 following the Chief Executive's Organisational Review. These posts were job evaluated and ranked using the Hay Job Evaluation Scheme which has traditionally been used in Coventry for all Hay graded posts, Directors, Heads of Service and other third tier posts.

Post	Grade	Salary
Director of Education and Libraries and Director of Social Services and Housing	SMA	£96,192 - £106,314
Director of Finance and ICT	SMB	£92,310 - £102,021
Director of City Services and Director of City Development	SMC	£90,207 - £99,699
Director of Legal and Democratic Services	SMD	£83,697 - £92,505

- 3.4 Salaries for these posts were based on a Joint National Council review of local pay structures. The outcome of this review formed the basis of a Cabinet report in July 2002 which proposed a new pay and grading scheme for Directors and Heads of Service groups. The approved grading scheme agreed grades with 3 incremental points, the initial point for recruitment purposes and two further progression points which can be obtained on the achievement of key targets and objectives set by Members and the Chief Executive and performance against the management competencies, as assessed through the annual appraisal process.
- 3.5 At the time of setting up this structure, Cabinet approved a review after three years which is due in 2005/6 along with the rest of the Senior Manager Pay Structure for Hay Graded staff.
- 3.6 Under the Council's Security of Employment Agreement, at this stage there is only one Director who would have a right to be internally interviewed for the role of Director of Children, Learning and Young People and he has indicated a first interest in the post of Director of Community Services. Therefore the post of Director of Children, Learning and Young People has been advertised externally and a review of the salary has had to be addressed as part of that process, in order to attract the best candidates. In timing terms we have had to take informal soundings on the salary level and go ahead and advertise. We are asking in this report for formal agreement to this level. In reviewing the salary at this time we are attempting to generate a good response to the advertisement producing a strong long/shortlist of candidates, but not over the 'market rate'. In doing so we are attempting not to over-inflate the salaries in the existing Director pay structure although any salary issues will be addressed through the review next year.
- 3.5 Hay, National pay and JE consultants used extensively in both the public and private sector have a national database of jobs based on JE scores by sector. They use this information to recommend market rate salaries for comparable size jobs in the sector i.e. local government/public sector. Hay then factor into their recommendation local knowledge e.g. housing costs. Using this database of job scores they have recommended a salary of up to £115K, this is based on:

- The new post having a higher JE score when compared to existing director posts
- The median salary in this job size in the market is £108 – £120K - £120K being the upper quartile of the range of salaries
- The market for this role in London and Counties i.e. high cost of living/housing and large sized local authority is at upper quartile £120K which Hays feel is not warranted in Coventry.

A similar salary comparison exercise undertaken by our advertising agency Tribal Resourcing on 34 Director of Children's Services posts recently advertised showed an average salary of £108K with salaries ranging from £90K to £125K, e.g. Rotherham £100K – Newcastle £110K – Nottingham City £120K. In addition, some posts also carried additional benefits such as car allowances/lease cars which are not available in Coventry.

3.6 The Director of Community Services post is subject to an internal ring fenced recruitment process later this month. If the appointment is made it is proposed that this will be on the basis of the existing SMA salary scale and any changes to the grade or salary applied retrospectively in the context of the 2005/06 review.

4 Conclusions and Recommendations

4.1 The proposals within this report are designed to support the authority's moves towards meeting our own and partner objectives, and those of the Government, in restructuring to secure better integrated services for children and young people, and more visionary and more individually tailored services for adults. The recommendations are designed to give formal approval to this process:

- a) **To appoint the Director of Children, Learning and Young People post at a salary up to £115k within a salary range of £110k - £115k**
- b) **To apply retrospectively any change to the grade of the Director of Community Services post, arising out of the 2005/06 salary review**

5 Other specific implications

5.1

	Implications (See below)	No Implications
Area Co-ordination		✓
Best Value		✓
Children and Young People		
Comparable Benchmark Data		
Corporate Parenting		
Corporate Action Plan		✓
Coventry Community Plan		✓
Crime and Disorder		✓
Equal Opportunities		✓
Finance	✓	

	Implications (See below)	No Implications
Human Resources	✓	
Human Rights Act		✓
Impact on Partner Organisations	✓	
Health and Safety		✓
Information and Communications Technology		✓
Legal Implications	✓	
Property Implications		✓
Race Equality Scheme		
Risk Management		✓
Sustainable Development		✓
Trade union Consultation	✓	
Voluntary Sector – The Coventry Compact		

5.2 **Finance** – Any increase in costs will be met from the relevant Directorate budgets,

5.3 **Human Resources** – Failure to advertise the Director of Children, Learning and Young People's post at an appropriate market rate could well impact adversely on recruitment to the post and the delivery of the Council's priorities and objectives in the area of integrated Children's services.

5.4 **Impact on Partner Organisations** - Our key partners the Coventry Teaching Primary Care Trust will be involved in the recruitment of both these posts.

5.5 **Legal** – The salary review forms part of the local Conditions of service which are part of the contracts of employment, therefore the City Council must comply with the requirement to review salaries. The Hay method of job evaluation is a local condition for senior managers which has applied since the mid 1980's. Compliance with scheme evaluations is equally a contractual matter and also secures the Councils equal pay position for senior managers.

5.6 **Trade Unions** – trade unions have been kept informed of these developments.

6 Monitoring

6.1 Hay job evaluation is the continuous process by which senior management jobs are graded and reviewed. Senior Managers salaries are subject to a review every three years.

7. Timescale and expected outcomes

7.1 Both the Director of Children Learning and Young People and the Director of Community Services posts are being recruited during September 2005. Exact dates of the two new Directorates coming into operation are under discussion.

	Yes	No
Key Decision		/
Scrutiny Consideration (if yes, which Scrutiny meeting and date)		/
Council Consideration (if yes, date of Council meeting)		/

<p>List of background papers</p> <p>Proper officer: Chief Executive</p> <p>Author: Bev Messinger, Head of Human Resources (Any enquiries should be directed to the above)</p> <p>Other contributors: Sue Iannantuoni Richard Brankowski</p> <p>Papers open to Public Inspection</p> <p>Cabinet Report 7 June, Operational Review 2005</p>		<p>Telephone: 7683 3206</p> <p>Telephone: 7683 3241 Telephone 7683 3077</p>
---	--	---