

FOI number: **HBC\_FOI\_20200372**  
Date FOI Received: **22/06/2020**  
Department: **Human Resources**  
Title: **Management, pay bands and conditions**  
Description: **Chief Officer and Senior Management employment**

**Request: (As Redacted sent by requestor)**

1. What type is your authority?
  - a. Combined Authority
  - b. County
  - c. District
  - d. London Borough
  - e. Metropolitan
  - f. Unitary
  - g. Other
2. Please supply a breakdown showing the:
  - a. Total number of directly employed chief officers and senior managers for each job title and directorate doing the following roles:
    - i. A Chief Officer designated by the council as an administrative and executive head of either a separate department or of a particular function or service.
    - ii. Designated by the council as a recognised deputy to any chief officer including an officer of deputy status but whose post may carry a different title.
    - iii. Chief Officers within scope of the Joint National Council (JNC) agreement.
    - iv. Senior Managers on National Joint Council or locally determined terms and conditions. Essentially, anyone in a senior management role who is not on chief officers JNC terms and conditions.
    - v. Statutory Directors
  - b. Locally determined median/average/actual salary (Excluding any additional payments, e.g. market supplements, performance related pay, long-service increments), the grade or range for each job title or supply a copy of your Council's policy/pay structure in respect of the pay of its chief officers and senior managers.
  - c. The spinal column points for chief officers and senior managers employed on National Joint Council (NJC) pay.

3. What pay, terms and conditions do you employ all chief officers and senior managers on? E.g. total number employed on JNC for local authority chief officers (Blue book), NJC (Green Book), Local terms, other (please specify) or a combination of agreements (please give details).
4. Has your council moved directly employed chief officers and senior managers from one set of pay, terms and conditions to another in the last five years?
  - I. Yes
  - II. No
5. Have the roles of directly employed chief officer and senior managers been the subject of a pay and grading review within your council in the last 12 months?
  - I. Yes
  - II. No
6. What job evaluation scheme is used for Chief Officers and Senior Managers? (Please give details).
7. Supply a breakdown showing the current number of directly employed chief officers and senior managers by race, disability, gender identity, sexual orientation and full-time and part-time employees.

While Its understood that under the legislation, responses should be received within 20 working days, I recognise that it may take you longer to respond due to the challenges of COVID-19 faced by your council at this time

**Response:** (Response as Redacted sent by service)

- . What type is your authority?
  - a. Combined Authority
  - b. County
  - c. District
  - d. London Borough
  - e. Metropolitan
  - f. Unitary
  - g. Other
2. Please supply a breakdown showing the:
  - a. Total number of directly employed chief officers and senior managers for each job title and directorate doing the following roles:
    - i. A Chief Officer designated by the council as an administrative and executive head of either a separate department or of a particular function or service. One.

ii. Designated by the council as a recognised deputy to any chief officer including an officer of deputy status but whose post may carry a different title. **None (Executive Director yet to start).**

iii. Chief Officers within scope of the Joint National Council (JNC) agreement. **None.**

iv. Senior Managers on National Joint Council or locally determined terms and conditions. Essentially, anyone in a senior management role who is not on chief officers JNC terms and conditions.

**Managing Director, Executive Director, two Heads of Service Plus and five Heads of Service.**

v. Statutory Directors **None.**

b. Locally determined median/average/actual salary (Excluding any additional payments, e.g. market supplements, performance related pay, long-service increments), the grade or range for each job title or supply a copy of your Council's policy/pay structure in respect of the pay of its chief officers and senior managers. **Please refer to the pay policy statement on our website: <https://www.hertsmere.gov.uk/Documents/11-Your-Council/Official-Publications--Guides--Policies/Pay-policy-statement-2020-21-final.docx>**

c. The spinal column points for chief officers and senior managers employed on National Joint Council (NJC) pay. **N/A – not part of the NJC pay.**

3. What pay, terms and conditions do you employ all chief officers and senior managers on? E.g. total number employed on JNC for local authority chief officers (Blue book), NJC (Green Book), Local terms, other (please specify) or a combination of agreements (please give details). **Current pay structure and job evaluation for Heads of Service and Chief Officers is based on the Local Government Association(LGA) Senior Managers' Job Evaluation Scheme. Please refer to the pay policy statement on our website.**

4. Has your council moved directly employed chief officers and senior managers from one set of pay, terms and conditions to another in the last five years?

I. Yes

II. **No**

5. Have the roles of directly employed chief officer and senior managers been the subject of a pay and grading review within your council in the last 12 months?

I. **Yes**

II. No

6. What job evaluation scheme is used for Chief Officers and Senior Managers? (Please give details). **LGA Senior Managers' Job Evaluation Scheme.**

7. Supply a breakdown showing the current number of directly employed chief officers and senior managers by race, disability, gender identity, sexual orientation and full-time and part-time employees.

**3 female, 5 male, 1 As/As Brit Indian, 7 White British, 2 permanent part time, 6 permanent full time, 0 with disabilities.**

If you have any queries about the processing of your request then please do not hesitate to contact me. Further information explaining the Council's process for responding to information requests together with a complaints/appeals procedure is available in our reception or via our website at:

<https://www.hertsmere.gov.uk/Your-Council/Official-Publications--Guides--Policies/Access-to-Information.aspx>

The Information Commissioner oversees the application of the Freedom of Information Act. You may contact the Information Commissioner at:

Information Commissioners Office

Wycliffe House, Water Lane

Wilmslow

Cheshire SK9 5AF

Telephone: 01625 545700

Website: [www.informationcommissioner.gov.uk](http://www.informationcommissioner.gov.uk)

Please include the above reference number on all correspondence related to this request.

Thank you for your request.

Kind regards  
Information Services