

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of the Performance Related Pay Panel

Date : Tuesday, 12th May 2014

Place : Civic Centre, Civic Suite, Committee Room 2

Present: Councillor Holdcroft (Chairman)
Councillors Lamb, Jarvis, Longley, Gilbert, Woodley
Ms L Powles

In Attendance: R .Tinlin, J. Ruffle

Start/End Time: 17.30 / 18.21

1 Apologies and substitutions

Cllr Moring (substitute : Cllr Jarvis)

2 Declarations of interest

Declaration of interest was registered from Mr Tinlin and Ms Ruffle.

3. Exclusion of the Public

It was agreed to exclude the public , under section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the items of business set out below on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act, and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

***** Part II**

4. Senior Management Performance Assessment & Targets

- a. The Panel considered the report of the Chief Executive & Town Clerk together with the appraisal papers from the individual appraisal panels for the directors and heads of service, agreed the assessments for 2013-14 and approved the individual performance targets for 2014-15.

The Panel also agreed the following, applicable to the chief executive and senior management:

- b. That the payments available under the PRP scheme are suspended for a further year.

- c. That the senior managers are still subject to and assessed under the Performance Review Scheme.
- d. That senior managers are awarded any nationally agreed increase applied to other staff and that it is paid to individuals by way of a salary uplift and/or an unconsolidated payment depending on where they are on the salary range. (This mirrors the way in which performance payments have been awarded previously and does not inflate current salary ranges).
- e. That a review of the PRP scheme is undertaken in 2014.

5. Consider and agree the performance assessment covering 2012-13 and the recommended performance targets for 2013-14 for the Chief Executive.

The Panel considered and approved the report prepared for the appraisal panel with regard to the Chief Executive, including approving the Chief Executive's performance targets for 2014-15. It was agreed that target 6 should include the goal of further collaborative working with other local authorities.

6. Identify any matters arising from the scheme for consideration at a future meeting of the Panel.

The Panel asked that papers be brought to its next meeting on future options for the PRP scheme, means of progression whilst the scheme is frozen, remuneration competitiveness, and opportunities for Panel involvement in appraisals or appraisal training.