

**Report 02.375**

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Report to the Policy, Finance and Strategy Committee  
from Margaret Shields, Chairperson

## **General Manager: Salary Review and Performance Objectives**

### **1. Purpose**

To set up an informal advisory group of Councillors to assist me when I formulate my recommendations to this Committee with respect to the General Manager's salary, his achievement of his performance objectives and possible new objectives for 2002/03.

### **2. Background**

In accordance with the terms of his contract, the Council is required to review the General Manager's salary annually. The date when any change in the salary takes effect is 1 September 2002. The General Manager is also entitled to a bonus paid against the achievement of specific, pre-set objectives.

In this Council, the Policy, Finance and Strategy Committee, and therefore all Councillors have the responsibility for the decisions relating to these matters. I will be making recommendations to our meeting of 6 August. It has been customary over the last few years for the Chairperson to have the benefit of the views of a small group of Councillors to help formulate the recommendations. I would like to continue this practice which I consider a sound approach. Naturally, I am also able to call on appropriate professional advice.

### **3. Comment**

Given their respective positions and experience I would like to ask Councillors Aitken, Evans and McDavitt to assist me. I note that Councillor Evans is

currently on leave of absence, but he will have returned in plenty of time for this exercise.

Newer Councillors should be aware that the policy across the Council is to base salary changes for all staff on an analysis of market movements and the performance of the individual. I would expect that we will continue to follow this policy for the General Manager and will therefore be asking for a report on relevant market movements to be prepared.

#### **4. Recommendation**

*“That the Policy, Finance and Strategy Committee appoint Councillors Aitken, Evans and McDavitt as an informal advisory group to assist the Council Chairperson to formulate recommendations to the Policy, Finance and Strategy Committee with respect to the General Manager’s salary and performance objectives.”*

MARGARET SHIELDS  
Chairperson