

NORTH EAST DERBYSHIRE DISTRICT COUNCIL

SCRUTINY PROJECT MANAGEMENT

DRAFT PROJECT PLAN

<u>NAME OF COMMITTEE:</u> Organisation	<u>SCRUTINY OFFICER:</u> Sue Broadhead
SUBJECT TO BE REVIEWED	Performance Related Pay
REASON(S) FOR THE REVIEW	<ul style="list-style-type: none"> • Due to austerity measures the Authority needs to find £600,000 in savings over the next four years. The Transformation Programme is seeking ways to generate income to meet this deficit. This review could help identify an opportunity to motivate employees, improve performance and reward high performing employees without impacting on jobs and services
IDENTIFY APPROPRIATE CORPORATE OBJECTIVES	<ul style="list-style-type: none"> • Transforming our Organisation
TERMS OF REFERENCE	<ul style="list-style-type: none"> • To understand how staff are rewarded currently • To identify whether performance related pay would be beneficial to the Authority • To consider the impact the introduction of a scheme would have within the Authority
AIMS AND OBJECTIVES OF REVIEW	<ul style="list-style-type: none"> • To understand what Performance Related Pay is and the most common types. • To consider the advantages and disadvantages of Performance Related Pay • To consider whether Performance Related Pay could work in the Council and if so how • To identify any barriers • To look at Local Authorities Experience of Performance Related Pay and Best Practice
KEY ISSUES	<ul style="list-style-type: none"> • What benefits would it bring • Elected members and staff views on its introduction • How would Equality within the workforce be protected

TIMESCALE	ESTIMATED	REVISED	ACTUAL
Commencement	16 th September, 2015		
Finish	9 th March, 2016		
Report	13 th April, 2016		

METHOD(S) OF REVIEW:	Interviews with stakeholders Desktop research Questionnaires Focus Groups Consideration of relevant documents and Best Practice from other Authorities Site visit
IMPLICATIONS: (legislative, regulatory, etc)	
DOCUMENTARY EVIDENCE: (Internal/External)	
WITNESSES:	Director of Transformation - Paul Hackett Assistant Director of Human Resources Portfolio for Human Resources - Nigel Barker Union representatives - Lisa Derbyshire and ? Assistant Director - Leisure - Lee Hickin Other Assistant Directors Leisure staff Other staff?
CONSULTATION/ RESEARCH:	
SITE VISITS	
RESOURCE IMPLICATIONS OF REVIEW:	

PROJECT OUTCOMES

CONCLUSIONS:

RECOMMENDATIONS:

CABINET CONSIDERED:

OUTCOME:

FOLLOW UP:

**REVIEW OF
PROCESS/COMMENTS:**

SIGNED OFF BY CHAIR:

DATE: