

4 March 2020  
Our ref: 6091988

Thank you for your request received on 17 February 2020, for the following information:

Human Resources ' Grading of posts in your authority

1. What are the range of grades and pay scales for all posts in your authority? list the lowest to the highest including the Chief Executive and the associated salary.

2. How is the evaluation of individual posts carried out in your authority? Internally, externally, or a combination of both?

3. If you use an independent/external job evaluation company what is the name of the company you use to carry out the evaluation?

4. If you use an independent evaluation company are all posts evaluated by them, or only posts above a certain grade/pay scale?

5. If only certain posts are independently evaluated by the company what grades / posts do they evaluate?

6. Specific posts - What are the grades and salary of the posts listed below in your authority? Please bear in mind that job titles may not exactly match that of your authority hence the additional bracketed information to assist with identifying the post.

- Head of procurement/commissioning (post with overall management for procurement and commissioning for the authority)
- Head of Benefits (post that operationally and strategically manages the payment of welfare benefits for the authority)
- Head of Revenues (post that operationally and strategically manages the collection of council tax, business rates and sundry debts for the authority)
- Head of revenues and benefits (if a combined role exists)
- Head of Children services (post that operationally and strategically manages children services for the authority)
- Head of Policy and Partnerships (post that strategically manages policy for the authority)

7. When were the posts in question 6 last evaluated? Was this carried out internally or externally, if externally what company did you use.

We have processed this request under the Freedom of Information Act 2000.

## Response

I am writing to inform you that we have searched our records and although we hold some of the information requested, some is not held by London Borough of Barnet because some roles are outsourced to capita group.

We have provided answers to your request below showing where we do not hold the information requested.

### Human Resources ' Grading of posts in your authority

**I attach the Local Authority Pay Scales which cover the majority of staff. Our Chief Executive is paid at Band**

*1. Please note this excludes apprentices and staff who have protected terms and conditions of employment due to TUPE.*

*2. How is the evaluation of individual posts carried out in your authority? Internally, externally, or a combination of both?*

**Internally by trained evaluators, under the HAY Scheme.**

**We have had a recent example of external evaluation but this was due to the restructure affecting HR staff, so is the exception rather than the rule.**

*3. If you use an independent/external job evaluation company what is the name of the company you use to carry out the evaluation?*

**We do not use an external company.**

*4. If you use an independent evaluation company are all posts evaluated by them, or only posts above a certain grade/pay scale?*

**Not applicable.**

*5. If only certain posts are independently evaluated by the company what grades / posts do they evaluate?*

**Not applicable.**

*6. Specific posts - What are the grades and salary of the posts listed below in your authority? Please bear in mind that job titles may not exactly match that of your authority hence the additional bracketed information to assist with identifying the post.*

*· Head of procurement/commissioning (post with overall management for procurement and commissioning for the authority)*

**No role. Outsourced to Capita Customer Support Group.**

*· Head of Benefits (post that operationally and strategically manages the payment of welfare benefits for the authority)*

**No role. Outsourced to Capita Customer Support Group**

· *Head of Revenues (post that operationally and strategically manages the collection of council tax, business rates and sundry debts for the authority)*

**No role. Outsourced to Capita Customer Support Group**

· *Head of revenues and benefits (if a combined role exists)*

**No role. Outsourced to Capita Customer Support Group**

· *Head of Children services (post that operationally and strategically manages children services for the authority)*

**Grade 3 - £132,131 to £153,979**

· *Head of Policy and Partnerships (post that strategically manages policy for the authority)*

**This role does not exist in our structure**

*7. When were the posts in question 6 last evaluated? Was this carried out internally or externally, if externally what company did you use.*

**This was evaluated in by Graham Thurston who was contracted to work on our Unified Reward Project which was run out of Capita CSG. This role became active in its current configuration in November 2016.**

**Further information**

If you are interested in the data that the council holds you may wish to visit Open Barnet, the council's data portal. This brings together all our published datasets and other information of interest on one searchable database for anyone, anywhere to access. <http://open.barnet.gov.uk/>

**Advice and Assistance : Direct Marketing**

If you are a company that intends to use the names and contact details of council officers (or other officers) provided in this response for direct marketing, you need to be registered with the Information Commissioner to process personal data for this purpose. You must also check that the individual (whom you wish to contact for direct marketing purposes) is not registered with one of the Preference Services to prevent Direct Marketing. If they are you must adhere to this preference.

You must also ensure you comply with the Privacy Electronic and Communications Regulations (PECR). For more information follow this Link [www.ico.org.uk](http://www.ico.org.uk)

**For the avoidance of doubt the provision of council (and other) officer names and contact details under FOI does not give consent to receive direct marketing via any media and expressly does not constitute a 'soft opt-in' under PECR.**

**Your rights**

If you are unhappy with the way your request for information has been handled, you can request a review within the next 40 working days by writing to the Information Management Team at: [foi@barnet.gov.uk](mailto:foi@barnet.gov.uk). Or by post to Information Management Team (FOI) London Borough of Barnet, 2 Bristol Avenue, Colindale, NW9 4EW

If, having exhausted our review procedure, you remain dissatisfied with the handling of your request or complaint, you will have a right to appeal to the Information Commissioner at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF (telephone: 0303 123 1113; website [www.ico.org.uk](http://www.ico.org.uk)). There is no charge for making an appeal.