

Meeting	Staffing Matters & Urgency Committee
Date	31 October 2016
Present	Councillors Carr (Chair), Aspden (Vice-Chair) and Looker

36. Declarations of Interest

At this point in the meeting, Members were asked to declare if they had any personal interests not included on the Register of Interests or any prejudicial or disclosable pecuniary interests that they might have had in the business on the agenda. None were declared.

37. Exclusion of Press and Public

Resolved: That the press and public be excluded from the meeting during the consideration of annexes to agenda items 6 & 7 (Pension or Exit Discretion and Redundancy)(Minute Items 41 and 42 refer) on the grounds that they contained information relating to individuals and the financial affairs of particular persons. This information is classed as exempt under Paragraphs 1, 2 and 3 of Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by the Local Government (Access to Information) (Variation) Order 2006).

38. Minutes

Resolved: That the minutes of the Staffing Matters and Urgency Committee held on 17 October 2016 be approved and then signed by the Chair as a correct record.

39. Public Participation

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

40. **Appointment of Sub-Committees for appointments of Assistant Directors**

Members received a report which sought formal approval to establish an Appointments Sub-Committee for Chief Officer Appointments and to delegate sufficient powers to those Sub-Committees to enable them to conduct the recruitment process, select and recommend candidates, subject to the requirements of the standing orders on appointment.

It was confirmed that since publication of the report the Assistant Director titles had been confirmed as Assistant Director for Highways, Transport and Environment and Assistant Director for Housing and Community Safety. In response to a Member's question about a certain function lacking in one Assistant Director's job description it was reported there would be further detail added when the job description was reviewed prior to advertising.

Discussion took place on timescales for advertising the posts and interviews. It was suggested that the adverts should be published in November and have a closing date of before Christmas and then the interviews be set for early January.

It was confirmed that the following Members had been selected to make up the Appointments Sub Committees:

Assistant Director Highways, Transport & Environment

- Councillor Gillies
- Councillor Looker
- Councillor Waller

Assistant Director Housing and Community Safety

- Councillor Carr
- Councillor Boyce *[as confirmed at Staffing Matters and Urgency Committee meeting on 14 November 2016]*
- Councillor Reid

Resolved: (i) That approval be given to the proposed arrangements for recruiting to the following Assistant Director posts and selecting appropriate candidates together with the

remuneration package for the posts at a job evaluated salary of £68,063 to £75,618;

- (ii) That appointment Sub-Committees be established for each consisting of three members, one from each main party (1 Conservative, 1 Liberal Democrat and 1 Labour) to include a member of the Executive, as follows;

Assistant Director (responsible for functions of Public Realm / Parks and Open Spaces; Highways; Transport; Waste; Fleet and Parking).

- Councillor Gillies
- Councillor Looker
- Councillor Waller

Assistant Director (responsible for the functions of Housing Services, Housing Maintenance and Repairs; Housing Operations; Emergency Planning and Community Safety)

- Councillor Carr
- Councillor Boyce
- Councillor Reid

- (iii) That the Appointments Sub-Committees be authorised to conduct the final interviews, select successful candidates and make offers of employment subject to the necessary employment procedures.

Reason: To allow for appointments to the Assistant Director posts to be made.

41. Pension or Exit Discretion

Members received a report which advised them of the details of and expenditure associated with a pension or exit discretion in accordance with council policy.

A confidential annex which detailed a request for flexible retirement was circulated amongst Members.

Resolved: That the flexible retirement which proposed be agreed.

Reason: In order to provide an overview of expenditure and to consider whether the Council should exercise its discretionary powers.

42. Redundancy

Members received a report which advised them of the expenditure associated with the proposed dismissal of a two employees on the grounds of compulsory and voluntary redundancy.

Confidential annexes which detailed the background and expenditure surrounding the proposals were circulated amongst Members.

Resolved: That the expenditure associated with the proposed dismissal of the employees on the grounds of redundancy as detailed in the annexes be noted.

Reason: In order to provide an overview of the expenditure.

Councillor D Carr, Chair

[The meeting started at 5.30 pm and finished at 5.50 pm].