

(Approved by Council on 10 November 2009)

EMPLOYMENT PANEL

THURSDAY & FRIDAY 22 - 23 OCTOBER 2009

PRESENT: Councillor Mallinson (J) (Chairman), Councillors Mrs Farmer, Glover, Mitchelson, Stothard and Weber.

EMP.27/09 DECLARATIONS OF INTEREST

There were no declarations of interest affecting the business to be transacted at the meeting.

EMP.28/09 PUBLIC AND PRESS

RESOLVED - That in accordance with Section 100A(4) of the Local Government Act 1972, the Public and Press were excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information, as defined in Paragraph Number 1 of Part 1 of Schedule 12A of the 1972 Local Government Act.

EMP.29/09 TRANSFORMATION RESTRUCTURE

(a) Staffing Structure

Pursuant to Minute C.119/09(viii) the Employment Panel considered further the Management Structure which had been agreed by the City Council on the 14 July 2009 and agreed that it would be appropriate to recommend that the City Council agree that an adjustment be made to the Senior Management Structure by the deletion of the "Assistant Director for Policy" post. The Town Clerk and Chief Executive would give consideration to possible alternatives to managing this area of work which could include the Town Clerk and Chief Executives Office, Governance and Resources Directorates taking responsibility. The proposal had been raised by both Members and staff during the consultation period and the change would make additional efficiency savings.

(b) Recruitment Process

Pursuant to Minute EMP.17/09 and EMP.19/09 the Employment Panel interviewed 6 candidates who had applied for posts in the new Senior Management Structure.

(c) External Recruitment – Strategic Management Posts

Following the outcome of the interview of internal candidates for posts in the Strategic Management Structure, the Employment Panel agreed that the external recruitment process for the remaining vacancies of the Strategic Director and Assistant Directors needed to take place as a matter of urgency and that the process could not wait until after the full Council Meeting on the 10 November 2009.

The Panel were advised that unless the advertisements of the vacancies were placed in the week beginning 2 November with interviews taking place at the beginning of December, then the City Council would have to wait until early January as the run up to Christmas and the New Year period could prove problematic in terms of both attracting candidates and setting dates for the assessment centre and interviews.

RESOLVED – (1) That the Employment Panel recommend the City Council at its meeting on 10 November 2009 to :

(i) Approve the appointment of :

Dr Jason Gooding to the post of Strategic Director/Deputy Town Clerk and Chief Executive.

Mark Lambert to the post of Assistant Director (Governance).

Peter Mason to the post of Assistant Director (Resources).

(ii) Approve an amendment to the proposed staffing structure agreed by the City Council under Minute C.119/09(viii), to delete the post of Assistant Director (Policy) and ask the Town Clerk and Chief Executive to make the necessary changes to ensure that the areas of work within Policy are led and managed by herself and/or the appropriate Strategic Director

(iii) Approve the recruitment of the remaining vacant posts of Strategic Director and Assistant Directors to take place as a matter of urgency and to ensure that interviews can take place at the beginning of December 2009.

(iv) Authorise the Director of Legal and Democratic Services/Assistant Director (Governance) to make all necessary changes to the Council's Constitution and the delegated powers set out therein in order to incorporate reference to the new Senior Management Structure agreed by Council, and request the Leader to make corresponding changes to his Scheme of Delegation to reflect the new Management and Chief Officer Structure.

(v) Authorise the Town Clerk and Chief Executive to agree any transitional arrangements which she considers may be necessary to ensure that any changes in the exercise of delegated powers as a result of the creation and deletion of posts in the establishment are properly managed, including setting

out the commencement date from which new Chief Officer posts will be appointed and will commence exercising delegated powers to them.

(2) That the Employment Panel record their thanks to Jean Cross and Tracey Crilley and team for their help and support during the recruitment and appointment process.

(The meeting ended at 2.00 pm)