

EMPLOYMENT PANEL

WEDNESDAY 4 JANUARY 2012 AT 11.00AM

PRESENT: Councillor J Mallinson (Chairman), Councillor Atkinson, Bloxham, Glover, Hendry (as substitute for Cllr Boaden) and Mitchelson.

EMP.01/12 APOLOGIES FOR ABSENCE

An apology for absence was submitted on behalf of Councillor Boaden.

EMP.02/12 DECLARATIONS OF INTEREST

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

EMP.03/12 MINUTES OF PREVIOUS MEETING

RESOLVED – That the minutes of the meetings held on 8 July 2011, 18 August 2011, 30 August 2011, 2 September 2011, 9 September, 28 October 2011 and 4 November 2011 be agreed as a correct record of the meetings and signed by the Chairman.

EMP.04/12 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 Numbers 1 and 3 of Part 1 of Schedule 12A of the 1972 Local Government Act.

EMP.05/12 PROPOSED CHANGES TO SENIOR MANAGEMENT TEAM

The Town Clerk and Chief Executive submitted report CE.03/12 which outlined the proposed changes to the City Council's Senior Management Team and the implications thereof.

The Executive had considered the proposals (Minute Excerpt EX.168/11) and decided:

“That the Executive:

1. Recommend to Council that it approves:
 - a. The deletion of the vacant Strategic Director post from the Council's Officer establishment;
 - b. The remaining Strategic Director post be re-titled Deputy Chief Executive;
 - c. The Assistant Director posts be re-titled "Director of" followed by the relevant title;
 - d. The Assistant Director (Governance) be delegated authority to make any consequential amendments to the Council's Constitution; and,
2. Request the Employment Panel meet as soon as possible and recommend to Council that the remaining Strategic Director, Mr Darren Crossley, be designated as Deputy Chief Executive in accordance with the Council's Constitution."

Members raised concerns that the proposed amendment to the titles of the Assistant Directors would have a negative impact on the morale of staff and would result in an increase in the number of Directors employed by the City Council. The Panel was reminded that it had originally been proposed that the Assistant Directors be designated Strategic Managers and it was felt that this would be a more appropriate title.

Members noted that the deletion of the Strategic Director post would create additional savings but were concerned with regard to the nomination of a post as Deputy Chief Executive. Members felt that further consideration should be given as to whether a nominated Deputy was required and they also asked that the generic job descriptions of the Assistant Directors be reviewed.

The Town Clerk and Chief Executive acknowledged Members concerns and felt that the Senior Management Team provided strong leadership by including the Senior Management Team posts with the Transformation process. He added that the proposed change in job titles would clarify the role of the Assistant Directors but would not change their job description or salary. He felt that it was not the appropriate time to review the job descriptions as that could incur some costs.

Members commented that the report did not include sufficient information on the role of the Deputy Chief Executive or the effect the deletion of the Strategic Director post would have on the Senior Management Team.

In response to Members questions the Town Clerk and Chief Executive clarified the details of the Financial and Personnel Implications included within the report and added that the correct information had been presented to the Executive. He clarified the position with regard to the Strategic Director and proposed Deputy Chief Executive posts. He reminded the Panel that the appointment of a Deputy Chief Executive was in accordance with the City Council's Constitution.

The Panel was reminded that the staffing structure of the Council was a matter for full Council and the Panel were being asked to consider the nomination of the Strategic Director as Deputy Chief Executive.

The Assistant Director (Governance) informed the Panel that any decision taken by the Panel with regard to the nomination to the post of Deputy Chief Executive Officer would not prevent future Council meetings considering the structure of the Authority within the following six months (Council Procedure Rule 16). He further clarified the Personnel comments and advised that the scenario did not represent a redundancy situation.

In addition the Assistant Director (Governance) informed the Panel that whilst the Deputy Chief Executive Officer's post was not a statutory requirement but the post was included in the Council's Constitution which stated "One of the two Strategic Directors will be appointed as Deputy Town Clerk and Chief Executive". The Assistant Director added that should the full Council agree to the deletion of the vacant Strategic Director post it was logical to nominate the remaining Strategic Director as the Deputy Town Clerk and Chief Executive.

The Panel considered the requirement for a nominated Deputy Town Clerk and Chief Executive, the alternative options available and the potential impact of any changes. After detailed deliberation, the Members were of the view that their decision would be better informed following consideration by the full Council of the Executive's reference (EX.168/11) referred to earlier within this minute at the Council meeting on 10 January 2012 and the Panels consideration of this matter be deferred until after that meeting.

RESOLVED – That the meeting be adjourned until the decision of the full Council on Executive reference EX.168/11 was known following the meeting of the City Council on 10 January 2012.

(The meeting was adjourned at 12.35pm)