

## **Appointments and Remuneration Committee**

**Monday, 9th March, 2015**  
**6.00 - 7.50 pm**

<b>Attendees</b>	
<b>Councillors:</b>	Wendy Flynn (Chair), Paul Baker, Colin Hay, Rowena Hay, Rob Reid, Simon Wheeler, Duncan Smith (Reserve) and Tim Harman (Reserve)
<b>Also in attendance:</b>	Julie McCarthy, Deb Bainbridge, Andrew North and Richard Hall

### **Minutes**

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Fletcher, Mason and Stennett

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. APPROVE MINUTES OF LAST MEETING**

The minutes of the last meeting were approved and signed as a correct record.

**4. LOCAL GOVERNMENT ACT 1972 - EXEMPT BUSINESS  
RESOLVED THAT**

That in accordance with Section 100A (4) Local Government Act 1972 the public be excluded from the meeting for the remaining agenda items as it is likely that, in view of the nature of the business to be transacted or the nature of the proceedings, if members of the public are present there will be disclosed to them exempt information as defined in paragraphs 1,2,3 and 4 of Part (1) Schedule (12A) Local Act 1972,namely :

Paragraph 1 : Information relating to any individual

Paragraph 2 : Information which is likely to reveal the identity of an individual

Paragraph 3 : Information relating to the financial or business affairs of any particular person (including the authority holding that information)

**5. EXEMPT MINUTES**

The exempt minutes of the meeting held on 15 September 2014 were signed and approved as a correct record.

**6. RESTRUCTURE OF ENVIRONMENTAL AND REGULATORY SERVICES  
DIVISION**

The Chief Executive introduced the report and explained that the council was currently running two major projects, the REST (Regulatory and Environmental Services Transformation) project and 2020 Vision. The REST project was based on continued direct council provision of services rather than being

incorporated into the 2020 Vision and this decision had been taken at member level with the view that front line services were critical to protecting the future of Cheltenham. A reorganisation of the Environment and Regulatory services division would enable the service to thrive in a way that was aspired to.

The Chief Executive explained that the 3 REST objectives were to be more customer focussed, to be more supportive of economic growth and to be more efficient. He explained that it was generally recognised that the current service structure which at senior level consisted of a director and nine direct reports was not fit for purpose and difficult to manage effectively. The REST project however provided an opportunity to build in capacity and the Chief Executive explained that consultants ICE Create, had been engaged to support the development of systems thinking within the Environmental and Regulatory Services Division and were looking holistically to create such capacity. The proposed structure was to ensure that the service was managed in a more collective way with potentially 3 new posts- a Managing Director, an Operations Director and a Commercial Director. Work was ongoing on populating this triumverate model but there was broad support within the REST division for the direction of travel. The objective was to commence formal consultation on the future structure of the division on 1 April 2015.

The Chief Executive explained that the Appointments Committee's view was sought on progress to date with the restructuring and specifically confirmation of the decision to regard the post of the Director of Environmental and Regulatory Services as "in-scope". The Committee was also asked to consider whether there should be external competition to recruit to the Director role.

Members discussed the issues in some detail. All members agreed that the current structure of the division was unsustainable and the progress the REST project had made to date was welcomed. They believed that the post of Director of Environmental and Regulatory Services should be regarded as 'in scope'. Members agreed that as the proposed way forward was so radical then the three posts should be appointed together with the Managing Director post being advertised externally, subject to HR advice. They also requested to consider the job descriptions once they had been fully drafted.

#### **RESOLVED THAT**

- 1. It be confirmed that the post of Director of the service be 'in-scope' for the restructuring and that the three posts be appointed together, with the Managing Director post being advertised externally, subject to HR advice**
- 2. That the Committee consider the job descriptions for the three posts when they are available**

#### **7. COST OF LIVING PAY AWARD FOR THE COUNCIL'S CHIEF EXECUTIVE AND CHIEF OFFICERS**

Members considered a report regarding implementing a cost of living pay award to the Chief Executive and implementing a further small cost of living award for the Council's Chief Officers. Members were reminded that the Chief Executive

was awarded a 1% inflationary pay award effective from April 2014. In addition the salary of Chief Executive was further reviewed in 2014 as part of the job evaluation exercise for the Council's senior leadership roles undertaken by the Hay group although on this occasion the Chief Executive did not receive an increase in pay. Since this time current employees and Chief Officers have been awarded a cost of living increase (2.2% and 2% respectively). She reported that negotiations for Chief Executives via the Association of Local Authority Chief Executives (ALACE) had reached an impasse.

The Chair reminded members that the view of the Committee previously was that in the interest of fairness to all employees, the Chief Executive should not be treated differently.

The Human Resources Manager added that historically the different negotiating bodies had agreed to pay awards at the same level but in recent years this had changed.

Members discussed the issue. They believed that it was fair and equitable to grant the pay award to both the Chief Executive and Chief Officers and this would be a cross party decision. They also noted that in any case the Chief Executive was paid a salary 4.8 % below the median of similar sized authorities nationally and there was already budget allocation in place for the pay award.

#### **RESOLVED THAT**

- 1. A one-off annual inflationary pay award of 2.2 % is awarded for the post of Chief Executive for the period 1 January 2015 to 31 March 2016.**
- 2. A one-off annual inflationary pay award of 2.2 % is awarded for the Chief Officers (an increase of 0.2%).**

**(voting : 5 in favour, 4 abstentions)**

Wendy Flynn  
**Chairman**