



Notice of a meeting of Appointments and Remuneration Committee

Monday, 3 October 2016
6.00 pm
Pittville Room - Municipal Offices

Membership	
Councillors:	Rowena Hay (Chair), Chris Coleman (Vice-Chair), Flo Clucas, Bernard Fisher, Wendy Flynn, Colin Hay, Chris Mason, Malcolm Stennett and Jon Walklett

The Council has a substitution process and any substitutions will be announced at the meeting

Agenda

1.		APOLOGIES FOR ABSENCE	
2.		DECLARATIONS OF INTEREST	
3.		APPROVE MINUTES OF LAST MEETING Minutes of the meeting held on 8 June 2016	(Pages 3 - 4)
4.		LOCAL GOVERNMENT ACT 1972 - EXEMPT BUSINESS The Committee is recommended to approve the following resolution: "That in accordance with Section 100A(4) Local Government Act 1972 the public be excluded from the meeting for the remaining items of business 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 paragraph 1, Part 1, Schedule 12A Local Government 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) • Paragraph 4 : Information relating to any consultations or negotiations, or contemplated consultations for negotiations in connection with any	

		labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the Authority	
5.		EXEMPT MINUTES Exempt minutes of the meeting held on 8 June 2016	(Pages 5 - 6)
6.		AN EMPLOYMENT MATTER Report of the Human Resources Manager	(Pages 7 - 12)
7.		ANY OTHER BUSINESS THE CHAIR DETERMINES IS URGENT AND REQUIRES A DECISION	
8.		BRIEFING NOTES Exempt briefing note attached.	(Pages 13 - 14)
9.		DATE OF NEXT MEETING (IF NECESSARY) 27 February 2017	

Contact Officer: Rosalind Reeves, Democratic Services Manager,
Email: democratic.services@cheltenham.gov.uk

Appointments and Remuneration Committee

Wednesday, 8th June, 2016

6.00 - 6.30 pm

Attendees	
Councillors:	Rowena Hay (Chair), Chris Coleman (Vice-Chair), Flo Clucas, Bernard Fisher, Colin Hay, Jon Walklett and Adam Lillywhite (Reserve)
Also in attendance:	Julie McCarthy
Apologies:	Councillor Wendy Flynn, Councillor Chris Mason and Councillor Malcolm Stennett

Minutes

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Flynn, Mason and Stennett and Councillor Lillywhite attended as a substitute for Councillor Stennett.

2. DECLARATIONS OF INTEREST

None

3. APPROVE MINUTES OF LAST MEETING

The minutes of the last meeting held on 20 January 2016 were approved and signed as a true record.

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

In accordance with Section 100A(4) Local Government Act 1972 the public be excluded from the meeting for the remaining items of business 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 paragraph 1, Part 1, Schedule 12A Local Government 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)
- Paragraph 4: Information relating to any consultations or negotiations, or contemplated consultations for negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the Authority

5. EXEMPT MINUTES

The Exempt Minutes of the meeting held on 20 January 2016 were approved and signed as a correct record.

6. AN EMPLOYMENT MATTER

The HR Manager introduced a report regarding an employment matter and informed members that in 2014 a decision was taken by Andrew North to remove the Director Wellbeing & Culture Post from the TUPE transfer list to the Cheltenham Trust. This resulted in the post holder's employment remaining with the Council. The post holder was consulted at the time and was aware that her role was then at risk of redundancy if no permanent suitable alternative role was forthcoming.

The post holder was offered a two year fixed term position and for part of the role was seconded to Ubico Ltd. The fixed term role has now come to an end and although offered a further temporary period of employment the post holder has now stated she does not deem the offer a suitable alternative to her former substantive role. The committee is now being asked to approve the dismissal, by reason of compulsory redundancy, of the former Director Health and Wellbeing.

RESOLVED THAT, the redundancy, including pay in lieu of notice, of the former Director Wellbeing and Culture be approved.

7. ANY OTHER BUSINESS THE CHAIR DETERMINES IS URGENT AND REQUIRES A DECISION

None

8. DATE OF NEXT MEETING (IF NECESSARY)

3 October 2016

Rowena Hay
Chairman

