

MINUTES of the **STAFF APPOINTMENTS COMMITTEE** meeting held in the Boardroom, Ipswich Town Football Club, Constantine Road, Ipswich on Monday 25 July 2011 at 5.36 p.m.

Present: Councillors Mark Bee (Chairman), Peter Beer, Kathy Pollard, Sandy Martin and Mary Young.

Officers Present: Sally Marlow, Head of Strategic HR, Rupert Smith, Head of Resourcing CSD, Sue Morgan, Head of Democratic Services, Simon Higgins, Head of Communications.

20. Apologies for Absence and Substitutions

There were no apologies for absence received.

21. Declarations of Interest and Dispensations

There were none declared.

22. Minutes of Previous Meeting

The Minutes of the meeting of 11 May 2011 were signed by the Chairman as a correct record of the meeting.

23. Planning the Recruitment of an Interim Chief Executive

Agenda Item 4 was a report by the Head of Strategic HR which had been circulated electronically for comment with the agreement of group leaders. This approach had enabled the process of planning for an interim appointment of Chief Executive to be put into effect quickly.

Decision: The Committee agreed unanimously the initial business case for planning the recruitment of an interim Chief Executive as outlined in the report.

Reasons for decision:

1. Members of the Committee were satisfied that, Under the Local Government and Housing Act 1989, the Council was required to designate one of its officers as the Council's Head of Paid Service.
2. Appointment of a new Chief Executive could take up to six months and the Committee agreed that an interim appointment was necessary.

Alternative options: There were none considered.

Declarations of interest: There were none considered.

Dispensations: There were none reported.

24. Business Case for the Recruitment of a Permanent Chief Executive

Agenda Item 5 was a report by the Head of Strategic HR which proposed a business case for planning for the appointment of a permanent Chief Executive.

Decision: The Committee agreed unanimously the business case for the recruitment of a permanent Chief Executive.

Reasons for decision:

1. The Committee was satisfied that the business case addressed the needs of the Council and the recommendations of the Audit Commission report in May 2008 in relation to the recruitment, selection and appointment process for the Chief Executive for Suffolk County Council.
3. The Committee were satisfied with the priorities for the successful candidate as outlined in the report.

Alternative options: There were none considered.

Declarations of interest: There were none considered.

Dispensations: There were none reported.

25. Proposal to Change the Salary Scale for the Post of Chief Executive

Agenda Item 6 was a report by the Head of Strategic HR which sought changes to the salary scale for the post of Chief Executive in preparation for initiating a recruitment campaign for a permanent Chief Executive.

Decision: The Committee agreed unanimously that:

- (a) The salary level of the Chief Executive should be reduced;
- (b) Further work should be done by officers and members to determine a lower salary for the post of Chief Executive;
- (c) The Constitution Working Party should consider the establishment of a staff/HR committee and make recommendations to Council.

Reasons for decision:

- (1) The Committee felt it was necessary to reduce the salary of the Chief Executive for the reasons specified in the report.

- (2) The Committee did not agree with the recommendations in the report and considered that there ought to be wider discussion within the council to take into account local factors in relation to the establishment of a suitable salary scale and performance related pay beyond those reflected in the report.
- (3) The Committee were mindful of the fact that current constitutional arrangements may not provide appropriate mechanisms for considering or monitoring staffing issues such as pay, terms and conditions, staffing levels, absence.

Alternative options: A full job evaluation process could have been commissioned from outside the council as recommended in paragraph 30 (b) of the report.

Declarations of interest: There were none considered.

Dispensations: There were none reported.

26. At Agenda Item 7, the Committee was invited to consider whether Agenda Item 8 should be taken without the public (including the press) present.

Decision: the committee agreed to exclude the press and public from the meeting during the consideration of agenda item 8.

Reason for Decision: The Committee agreed to exclude the press and public for this item pursuant to Section 100(A) of the local Government Act 1972 on the grounds that:

- (i) it involved the likely disclosure of exempt information as detailed under paragraphs 1, 2 and 3 of Part 1 of the Schedule 12A of the Local Government Act 1972 (as amended); and;
- (ii) that in all the circumstances of the cases, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

Comments by other Councillors: There were no other comments.

Alternative Proposals: None considered.

Declarations of interest: None declared.

Dispensations: None reported.

27. **Appointment of an Interim Chief Executive**

The Committee considered Agenda Item 8, Appointment of an Interim Chief Executive and Head of Paid Service for the County Council.

Decision: The Committee:

- (1) agreed unanimously to recommend to Cabinet and Council the appointment of Lucy Robinson as Interim Chief Executive and Head of Paid Service

(2) agreed by majority that the salary level for the Interim Chief Executive should be £150,000 per annum pro-rata.

Reason for Decision:

(1) The Committee supported the appointment of the candidate who had given the best performance against the selection criteria.

(2) The Committee agreed that this was a reasonable salary for the interim appointment.

Alternative Proposals: None considered.

Declarations of interest: None declared.

Dispensations: None reported.

The meeting was declared closed at 6.02 p.m.

Chairman