

**MINUTES** of the **STAFF APPOINTMENTS COMMITTEE** meeting held in the Council Chamber, Endeavour House, Ipswich on 17 January 2012 at 1.00 p.m.

**Present:** Councillors Mark Bee (Chairman), John Field, Sandy Martin, and Graham Newman.

**Officers Present:** Sally Marlow, Head of Strategic HR and Sue Morgan, Head of Democratic Services.

**42 Apologies for Absence and Substitutions**

Councillor Colin Noble

**43 Declarations of Interest and Dispensations**

There were none declared.

**44 Minutes of Previous Meeting**

The minutes of the meeting of 19 October 2011 were agreed and signed by the Chairman as an accurate record.

**45 Business Case for the Recruitment of a Corporate Director (ACS)**

The Committee considered Agenda Item 4, a report by Sally Marlow, Head of Strategic Human Resources, seeking approval of the business case for the recruitment of a permanent Corporate Director (ACS), the combination of the Director and Director Higher payscales and that the successful candidate should be appointed on a 'spot' salary.

In response to councillor questions, it was confirmed that the current pay range for a Director was £98,393 to £109,493 and for a Higher Director the range was £114,137 to £125,733. All current Director posts are on the Higher Director grade. By combining the grades, the council would maintain maximum flexibility and choose at what level to appoint. By appointing to a spot salary the person appointed would not automatically get an increment. In accordance with recommendations made in a District Audit report, the Council was implementing processes to manage and oversee the recruitment of senior management. An agency was being used on a fixed fee basis to gain access to credible candidates for the key role the successful candidate would fill.

**Decision:** the Committee unanimously agreed:

- a) To approve the business case for the recruitment of a permanent Corporate Director of Adult and Community Services (ACS)
- b) To approve the combination of the Director and Director Higher payscales, resulting in the salary range for Director posts being £98,393 - £126,733.

- c) That the successful candidate should be appointed on a 'spot salary' i.e. it will not be part of an incremental scale.

**Reason for Decision:** The Committee supported the proposed arrangements to appoint a permanent Director for Adult and Community Services and were developed to attract a strong field of candidates and provide flexibility to appoint at an appropriate payscale.

**Alternative Proposals:** None considered.

**Declarations of interest:** None reported

**Dispensations:** None reported

46 **Business Case for the Recruitment of a Corporate Director for (CYP) Children and Young People**

The Committee considered Agenda Item 5, a report by Sally Marlow, Head of Strategic Human Resources, seeking approval of the business case for the recruitment of a permanent Corporate Director (CYP), the combination of the Director and Director Higher payscales and that the successful candidate should be appointed on a 'spot' salary.

The Committee recognised the importance of filling the post on a permanent basis, and the comments relating to the pay grade and process for the previous item were echoed. In response to a question it was confirmed that the combined pay grade would not include a gap in the way there currently is between the top of the Director pay grade and the bottom of the Director Higher pay grade.

**Decision:** the Committee unanimously agreed:

- (a) To approve the business case for the recruitment of a permanent Corporate Director of Children and Young People (CYP)
- (b) To approve the combination of the Director and Director Higher payscales, resulting in the salary range for Director post being £98,393 - £126,733.
- (c) That the successful candidate should be appointed on a 'spot salary' i.e. it will not be part of an incremental scale.

**Reason for Decision:** The Committee supported the proposed arrangements to appoint a permanent Director for Children and Young People's Services and were developed to attract a strong field of candidates and provide flexibility to appoint at an appropriate payscale.

**Alternative Proposals:** None considered.

**Declarations of interest:** None reported

Dispensations: None reported

47 **Urgent Business**

There were no items of urgent business.

The meeting was declared closed at 1.30 p.m.

Chairman