

**MINUTES** of the **STAFF APPOINTMENTS COMMITTEE** meeting held at Endeavour House, Ipswich on Friday, 12 September 2014 at 9.30 am.

**Present:** Councillors Jenny Antill, Michael Ladd, Sandy Martin, Derek Hackett and Robert Whiting.

**Officers Present:** Sally Marlow, Head of HR, Rupert Smith, Resourcing and Advertising Manager, Susan Cassidy, Democratic Services Officer

**79. Election of Chairman**

The Committee noted that a Chairman was to be elected for the meeting and not for the municipal year as incorrectly stated on the Agenda.

On the proposition of Councillor Michael Ladd, seconded by Councillor Robert Whiting it was

**RESOLVED** that Councillor Jenny Antill be elected as Chairman for the meeting.

**80. Apologies for absence and substitutions**

There were no apologies of absence.

**81. Declarations of interest and dispensations**

There were none declared.

**82. Minutes of the previous meeting**

The minutes of the meeting held on 10 December were approved as an accurate record and were signed by the Chairman.

**83. Business case for appointments in Resource Management and associated recommendations**

The Committee considered Agenda Item 5, a report by Sally Marlow, Head of HR seeking the approval of the permanent appointment of two senior posts in Resource Management: the Assistant Director Scrutiny and Monitoring (encompassing the Monitoring Officer role) and the Director of Resource Management (encompassing the Section 151 Officer role).

**Decision:** the Committee, by a unanimous decision:

- i) Approved the Business Cases for the recruitment of the two posts on a permanent basis;
- ii) Agreed that the appointments be made on spot salaries in line with the Assistant Director and Director pay scales; and

- iii) Agreed the appointments of the two individuals who had been carrying out these roles for the Council since April 2011.

**Reason for Decision:** The Committee recognised that whilst providing potential flexibility for changes in organisation design and structure the interim arrangements for both posts were not sustainable on an indefinite basis and required resolution to provide organisational resilience and stability for these statutory posts. It was noted that the arrangements had relied on the goodwill of the incumbents to continue to operate in the flexible manner and over a prolonged period and the internal appointments would provide continuity within the Service, the Council and with partner organisations.

The Committee acknowledged that costs associated with an external recruitment process would be considerable and noted the pragmatic approach which was in line with the Constitution, and could be effective immediately. It also retained talent and experience within the Council.

The Committee noted that the current post holders had been carrying out the post for a significant period of time and there were no performance issues to be addressed. The Committee was of the opinion that the role holders would work closely with the Chief Executive, Cabinet and Corporate Management Team to help implement the strategic agenda of the Council and would provide leadership to the corporate centre.

#### 1. Assistant Director (Scrutiny and Monitoring)

The Committee noted that:

- a) this was a designated post and required an incumbent; and
- b) The post of Assistant Director (Scrutiny and Monitoring), encompassed the Monitoring Officer role, had been filled on an interim basis for the last three years. Associated posts have also been filled on an interim basis pending the resolution of the Assistant Director appointment e.g. Head of Audit Services. Such roles had relied on the continued goodwill of incumbents to continue to operate in the flexible manner required and over a prolonged period.

#### 2. Director for Resource Management

The Committee noted that:

- a) The current post holder had been carrying out the post for a significant period of time and there were no performance issues to be addressed;
- b) In light of the cessation of Customer Services Direct (CSD) in June 2014, Resource Management was considerably larger and now consisted of the majority of the 'back office' services under the Council's direct control, leadership and management;
- c) These corporate services were required to drive and support the Council's transformation programmes; as well as making savings of £10-15M

through the Support Services Transformation Programme by 2018. This required stable leadership and a figurehead on comparable terms as other Service Leaders / Directors;

- d) Geoff Dobson was currently the Head of Strategic Finance and Section 151 Officer and since the departure of the previous Director of Resource Management in March 2011 had been undertaking the Lead Officer role for the services within Resource Management. The former Director role was subsequently deleted; and
- e) The services within Resource Management were Finance, HR, Procurement, Communications and Customer Service, Property, Scrutiny and Monitoring and Health and Safety. The Business Development and IT functions had a dotted line to Resource Management although technically report to the Chief Executive.

**Alternative Proposals:** None considered.

**Declarations of interest:** None reported

**Dispensations:** None reported.

#### 84. **Urgent Business**

There was no urgent business.

The meeting closed at 9.47 am

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