

Phil Norrey
Chief Executive

To: The Chairman and Members of
the Appointments &
Remuneration Committee

County Hall
Topsham Road
Exeter
Devon
EX2 4QD

(See below)

Your ref :
Our ref :

Date : 10 October 2016
Please ask for : Rob Hooper 01392 382300

Email: rob.hooper@devon.gov.uk

APPOINTMENTS & REMUNERATION COMMITTEE

Tuesday, 18th October, 2016

A meeting of the Appointments & Remuneration Committee is to be held on the above date at 9.30am in the Committee Suite, County Hall, Exeter to consider the following matters.

P NORREY
Chief Executive

AGENDA

PART I - OPEN COMMITTEE

- 1 Apologies for Absence
- 2 Minutes (Pages 1 - 4)
Minutes of the meeting held on 29 July 2016, attached.
- 3 Items Requiring Urgent Attention
Items which in the opinion of the Chairman should be considered at the meeting as a matter of urgency.
- 4 Senior Management Structure (Minute 6/29 July 2016)
Report of the action of the Chief Executive in making arrangements under delegated powers for the placement of an interim Chief Officer for Childrens Services and interim Heads of Service for Education & Learning and Children's Social Care, in line with the Committee's previous deliberations and in accordance with the Council's Pay Policy Statement, Chief Officer Employment Procedure Rules and relevant employment, procurement, legal and financial regulations.

PART II - ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF PRESS AND PUBLIC ON THE GROUNDS THAT EXEMPT INFORMATION MAY BE DISCLOSED

5 Exclusion of the Press and Public

Recommendation: that the press and public be excluded from the meeting for the following item of business under Section 100(A)(4) of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Schedule 12A of the Act, namely information relating to an individual or likely to reveal the identity of an individual, and in accordance with Section 36 of the Freedom of Information Act 2000 by virtue of the fact that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.


6 Senior Management Structure - Head of Education & Learning

To Interview shortlisted candidate(s) and, if possible, make a recommendation upon an appropriate appointment to the County Council.

[NB: A detailed timetable and papers will be circulated separately]

*Members are reminded that Part II Reports contain confidential information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s).
Members are also reminded of the need to dispose of such reports carefully and are therefore invited to return them to the Democratic Services Officer at the conclusion of the meeting for disposal.*

MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER

Membership
Councillors J Hart (Chairman), J Clatworthy, A Connett, J McInnes and R Westlake
Declaration of Interests
Members are reminded that they must declare any interest they may have in any item to be considered at this meeting, prior to any discussion taking place on that item.
Access to Information
Any person wishing to inspect any minutes, reports or lists of background papers relating to any item on this agenda should contact Mr Hooper on 01392 382300.
Internet
Agendas and minutes of this Committee together with any officers' reports considered at the meeting are published online on the Council's Website.
Webcasting. Recording or Reporting of Meetings and Proceedings
<p>The proceedings of this meeting may be recorded for broadcasting live on the internet via the 'Democracy Centre' on the County Council's website. The whole of the meeting may be broadcast apart from any confidential items which may need to be considered in the absence of the press and public. For more information go to: http://www.devoncc.public-i.tv/core/</p> <p>In addition, anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman or the Democratic Services Officer in attendance so that all those present may be made aware that is happening.</p> <p>Members of the public may also use Facebook and Twitter or other forms of social media to report on proceedings at this meeting. An open, publicly available Wi-Fi network (i.e. DCC) is normally available for meetings held in the Committee Suite at County Hall. For information on Wi-Fi availability at other locations, please contact the Officer identified above.</p>
Access to County Hall
Access to County Hall is restricted and all visitors are requested to report to the Main Reception. Car parking facilities on site are limited. Provision for disabled parking is available. It is advisable to contact County Hall Main Reception in advance on 01392 382504. See attached sheet for Public Transport Links.
Emergencies
In the event of the fire alarm sounding leave the building immediately by the nearest available exit, following the fire exit signs. If doors fail to unlock press the Green breakglass next to the door. Do not stop to collect personal belongings, do not use the lifts, do not re-enter the building until told to do so.
Mobile Phones
Please switch off all mobile phones before entering the Committee Room or Council Chamber
<p>If you need a copy of this Agenda and/or a Report in another format (e.g. large print, audio tape, Braille or other languages), please contact the Information Centre on 01392 380101 or email to: centre@devon.gov.uk or write to the Democratic and Scrutiny Secretariat at County Hall, Exeter, EX2 4QD.</p>
 <p>Induction loop system available</p>

APPOINTMENTS AND REMUNERATION COMMITTEE

29 July 2016

Present:-

Councillors J Hart (Chairman), J Clatworthy, A Connett, B Parsons and R Westlake

* **4** Minutes

RESOLVED that the minutes of the meeting held on 11 May 2016 be approved as correct records.

* **5** Items Requiring Urgent Attention

There was no item raised as a matter of urgency.

6 Senior Management Structure

The Committee considered the Report of the Chief Executive (CX/16/21), circulated prior to the meeting in accordance with Regulation 7(4) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, on proposed changes to the Council's Senior Management/Organisational Structure consequent upon recent staff departures and revised operating methods and accountability for service outcomes.

The Report outlined the current senior management structure introduced in May 2011 and the changes now proposed: reflecting the Council's revised approach to organisational change over the coming years which would require a fundamental appraisal of what the Council did and how it worked, operating within a systems-based approach, while allowing for a clear focus on the Council's main service accountabilities – *Adults Services, Children's Services and Highways* – with 'place shaping' and universal population services in a new *Community Health, Environment and Prosperity* portfolio.

In summary it was proposed that, in place of existing Strategic Directors, there would be four Chief Officer roles covering:

- Chief Officer for Adult Health and Care (*responsible for Adult Social Care and services integrated with Health*);
- Chief Officer for Children's Services (*responsible for education, including Early Years, Children's Social Care and Early Help Services*);
- Chief Officer for Community Health, Environment & Prosperity (*responsible for Public Health, Economic Development, Trading Standards, Post-16 Education and Skills, Transportation, Strategic Planning, Environment, Flood Protection, Working with Communities, Youth and Library Services Commissioning, Community Resilience, Research and Intelligence and Performance Management*);
- Chief Officer for Highways and Capital Development

with 'Corporate Services' senior posts reporting, as now, to the Chief Executive namely:

- County Treasurer (Section 151 Officer) (*responsibilities unchanged*);
- County Solicitor (Monitoring Officer) (*responsibilities unchanged*);
- Head of Digital Transformation and Business Support (*change in nomenclature to reflect the importance of Digital Strategy in supporting organisational change*);

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- Head of Organisational Development (*responsible for business planning and the HR function*), and

and Heads of Service posts in Adult Health and Care, Children's Services and Community Health, Environment and Prosperity reporting to the aforementioned Chief Officer posts, set out in Appendix II to Report CX/16/21.

Members acknowledged the reasoning behind the proposals which were broadly welcomed, noting also, and subject to the following, that the proposals did not suggest significant changes to the roles and remits of other Senior Officers and Heads of Service, where current post holders would in the main remain in situ with their current portfolio, albeit with some minor changes of responsibilities and job titles as set out Appendix II to Report CX/16/21 (attached) and with the existing Head of Communities be re-designated as the Head of Organisational Development.

Members also noted that the proposed structure had been the subject of extensive informal discussions with affected staff and Staff Side/Employee representatives. Should the proposals now submitted be endorsed, a period of consultation would follow with a view to a further report being made to this Committee for determination of detailed proposals and processes during September/October (and by the County Council as required) and the new leadership arrangements being put in place from November. Members noted that the overall cost of the revised structure across the top two tiers of management would be neutral at worst, with the possibility of a small saving.

It was **MOVED** by Councillor Hart, **SECONDED** by Councillor Clatworthy, and

RESOLVED

(a) that the structural proposals outlined above and set out more fully in Report CX/16/21 be approved and proceed to consultation;

(b) that subject to satisfactory conclusion of the foregoing and the final determination of terms and conditions in due course within the timelines outlined above in accordance with the Pay Policy Statement and Chief Officer Employment Rules and on the basis that there shall be no overall increase in employment costs:

(i) Chief Officers/Heads of Service be designated as the required Statutory or Responsible Officers as shown below:

- Chief Officer for Children's Services: Statutory Director of Children's Services (s18, Children Act 2004);
- Chief Officer for Adult Care and Health: Statutory Director of Adult Social Services (s6, Local Authority Social Services Act 1970); and
- Chief Officer for Community Health, Environment and Prosperity: Statutory Director of Public Health.

(ii) the current interim Head of Children's Social Work and Child Protection (Ms Jo Olsson) be re-designated as the interim Chief Officer for Children's Services and arrangements be also made by the Chief Executive under delegated powers for the interim arrangements for an Acting Head of Education and Learning and an Acting Head of Children's Social Care pending the making of permanent appointments, in line with the Council's Pay Policy Statement and Chief Officer Employment Procedure Rules;

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(c) that approval be given to recruitment processes commencing in September for the permanent appointment of the Head of Education and Learning and for the Head of Children's Social Care and the Chief Executive and Head of Human Resources be authorised to take all necessary action to implement the structure referred to above and to initiate the relevant appointment process(es), involving this Committee and Members as appropriate;

(d) that and subject to the approval of the Procedures Committee, the County Solicitor be authorised to make all necessary technical amendments and adjustments to the Council's Constitution arising from the above, in due course.

***DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 10.35 am and finished at 11.12 am

