

## **SPECIAL COMMITTEE**

**MONDAY, 11 NOVEMBER 2019**

**PRESENT:-** Councillors David Renard (Chair), Steve Allsopp, Oliver Donachie, Jim Grant, Dale Heenan, Russell Holland (Vice-Chair), Stan Pajak, Maureen Penny, Gary Sumner, Ray Ballman and Robert Wright.

Apologies for absence were received from Councillors Brian Ford, Cathy Martyn, Des Moffatt, and Kevin Small.

Councillor Keith Williams attended in respect of Minute 5

### **1. Declarations of Interest**

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting.

Councillor Stan Pajak made a personal but non-prejudicial declaration of interest that he was standing as a parliamentary candidate for the South Swindon constituency.

### **2. Minutes**

Resolved – That the minutes of the meeting held on 25th October 2018 be confirmed and signed as a correct record.

### **3. Public Question Time**

There were no public questions.

### **4. Exempt Items - Exclusion of Press and Public**

Resolved - That, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the item listed below, on the grounds that it involves the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information".

Item No.	Paragraph No.	Minute No.
5	1 and 2	5

### **5. Changes to the Senior Management Structure**

The Chief Executive submitted a report seeking Special Committee's endorsement to adopt a new senior management structure, commence consultations with those whose posts might be put at risk with the new structure and then commence recruitment and to change the designations of a number of roles including raising the post of Director of Finance to full Corporate Management Team membership.

Members expressed concern that the report, while private and confidential, had only been made available to councillors who served on the Committee and not to all Councillors. The Chief Executive stated for the Minutes that the restricted circulation

had been necessary to protect any staff whose posts could be put at risk from being made aware of changes through this report rather than a formal consultation. Members affirmed that in future they would like a full circulation.

Members of the Special Committee asked a range of questions relating to:

- The scope of the new Corporate Management Team role proposed and how the technical skills necessary to deliver the programmes for which the appointee would be responsible could be assured.
- The need to have a job description that would attract the right level of expertise to cover the breadth of the proposed new role.
- The length of the recruitment phase, especially taking into account the Christmas/New Year period.
- The roles of other directors and how they would fit into the new structure.
- Whether creating a new roles would create issues with existing senior officers who would not have director status.
- The recruitment process and how it would be conducted.
- The scope and title of the proposed role relating to Children's Services, how it would have to ensure that the focus on education was not lost, and how it would address the transition issues to Adult Social Services.
- The scope of the proposed role within Communities and Housing.

The Chief Executive, Julie Walsh - HR manager, and Councillor Keith Williams – Cabinet Member for Customer Services and Operational Excellence, responded at the meeting. In particular, they confirmed that for this seniority of post, in accordance with the Constitution, an open recruitment process would be used for the Corporate Management Team post proposed, with SOLACE providing independent initial assessments and Members making the appointment following interview.

Following this discussion, the Leader asked for an indication from Members about the proposal, to which all Members indicated their support. Before Members make the final decision, they requested that the report be updated to provide the additional information as set out below.

#### Resolved:-

- 1) That the meeting be adjourned to 17:00 on 21<sup>st</sup> November 2019.
- 2) That Officers update the report for that meeting to provide the additional information requested by Members.
- 3) That the new report be made available to all Members.
- 4) That, subject to Special Committee approving the proposals on 21<sup>st</sup> November 2019, the recruitment period for the Corporate Management Team post be 2<sup>nd</sup> December 2019 to 13<sup>th</sup> January 2020, with the Member panel being convened for end of January/early February 2020.
- 5) That the Chief Executive be authorised to hold initial consultation conversations with any post holders who could be affected.
- 6) That the review of the Council's Constitution to be presented to the Corporate Governance Review Working Group include a proposal to create a Members' People Committee or Board that could make decisions on future management changes.

Officers agreed to undertake the following actions:

- 1) To circulate the job description of the new Corporate Management Team post referred to as appendix to the report that will be available all Councillors.
- 2) Within the report:
  - a. To amend the proposed job title of the proposed role in Children's Services to include "Education".
  - b. To provide a description of the new Corporate Management Team proposed based other councils that have a similar role.
  - c. To clarify where existing heads of service/managers currently sit.