

## EMPLOYMENT CONDITIONS COMMITTEE

22 NOVEMBER 2017

Present: County Councillor Weaver(Chairperson)  
County Councillors Bowen-Thomson, Boyle, Bridgeman, Cowan,  
Joyce and Walker

### 1 : APOLOGIES FOR ABSENCE

Apologies were received from Councillor Stubbs.

### 2 : DECLARATIONS OF INTEREST

The Chairperson reminded Members that they had a responsibility under Article 16 of the Members' Code of Conduct to declare any interests and complete a Personal Interest form, at the commencement of the agenda item in question.

No declarations of interest were received.

### 3 : CHAIRPERSON

The Committee was asked to note that Council on 25 May 2017 appointed Councillor Weaver as Chairperson of the Committee for 2017/18.

### 4 : MEMBERSHIP AND TERMS OF REFERENCE

The Committee noted that the Council at the Annual Meeting on 25 May 2017 agreed the following membership and Terms of Reference:

#### (i) Membership

Bridgeman, Boyle, Bowen-Thompson, Cowan, Joyce, Stubbs, Weaver and Walker

#### (ii) Terms of Reference

- (a) To consider and determine policy and issues arising from the organisation, terms and conditions of individual employees at Chief Officer/Assistant Director level and above (together with any other category of employee specified in Regulation from time to time) where this is necessary;
- b) To decide requests for re-grading of posts at Chief Officer level and above (together with any other category of employee specified in Regulation from time to time) whether by way of appeal by an employee against a decision to refuse a re-grading application or to decide applications for re-grading which are supported.

### 5 : MINUTES

The Committee noted the minutes of the meeting held on 17 October 2016.

## 6 : SENIOR MANAGEMENT PROPOSAL

In order to ensure that the administration can deliver its Capital Ambition commitments, and also to take account of the pending retirement of the Director of Social Services, the Cabinet at its meeting of 16 November 2017 agreed to amend the Senior Management Structure at Tier 1 and Tier 2. The Cabinet referred for determination by this Committee as appropriate, the matters of statements specifying the duties of the new senior management posts and any qualifications or qualities to be sought in the persons to be appointed; terms and conditions of the new posts; and the remuneration for the new posts.

The Chief Executive presented a report setting out the revised Senior Management Structure, the Role Profiles for the posts, proposed terms and conditions and a pay benchmarking market analysis report undertaken by Korn Ferry Hay Group. Members were advised that the proposed creation, remuneration and advertisement of the new post of Corporate Director People and Communities is subject to a decision by Council on 30 November 2017.

The new senior management structure approved by the Cabinet on 16 November 2017 deletes the posts of Director Communities, Housing and Customer Service and the Assistant Director Commercial Services. The amended structure includes the following new posts:

- Corporate Director People and Communities
- Assistant Director Corporate Landlord
- Assistant Director Street Scene
- Chief Digital Officer
- Head of Democratic Services (Operational Manager post)

Based on the advice provided by Korn Ferry Hay Group, it was recommended that the Corporate Director and Assistant Director posts be established equivalent to existing Corporate Director and Assistant Director posts. The new posts should be paid the spot salary agreed previously by the Committee and confirmed in the Council's annual Pay Policy Statement for 2017/18, approved in March.

Members were advised that the Chief Digital Officer post has been evaluated by Korn Ferry Hay Group at a level between Director and Assistant Director and, therefore, a spot salary of £98,270 should be created. Furthermore, the new posts of Head of Democratic Services was evaluated at OM1 level. The Head of Democratic Service post is a statutory role and it will require a member appointment panel process.

An amended set of recommendations, including a specific recommendation requesting the Committee to consider approving the spot salary for the Chief Digital Officer post was circulated at the meeting. The Chairperson invited Members to comment, seek clarification or raised questions on information set out in the report.

Members sought assurances that it is possible to deliver the revised Senior Management Structure on a cost neutral basis. The Chief Executive confirmed this.

Members discussed the advantages of creating a new post at Corporate Director level and whether the creation of the post was necessary. The Chief Executive considered that in view of the evolving integration between Housing and Social Services, the scale of the challenges for these services, the need to realise savings and to bolster change management capacity, it was entirely appropriate that a new post at Corporate Director level be established and that the proposed salary was merited. The Chief Executive confirmed that this view was supported from an external peer review.

Members also sought assurances that the creation Head of Democratic Services post at OM level would not impact on the service area over and above that already included in the previous Cabinet Report.

RESOLVED – That the Committee:

- (1) Notes the new Senior Management Structure as set out in Appendix 2 to the report;
- (2) Approves the statements as outlined in Appendix 3 specifying the duties of the new posts and the qualifications and qualities to be sought in the persons to be appointed;
- (3) Approves the use of existing terms and conditions for the new posts in order to align with existing senior management posts as set out in Appendix 4;
- (4) Approves a new spot salary of £98,270 per annum for the new post of Digital Chief Officer;
- (5) Recommends to Council a spot salary of £132,613 per annum for the new post of Corporate Director People and Communities.

The meeting terminated at 11.45 am

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