



Essex County Council

Committee to Determine the Terms and Conditions of Employment of Chief and Deputy Officers

09:00	Wednesday, 03 June 2020	Online Meeting
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Part of this meeting will be open to the public via telephone or online. Details about this are on the next page. Please do not attend County Hall as no one connected with this meeting will be present.

For information about the meeting please ask for:

- Judith Dignum, Democratic Services Officer, or
- Lisa Siggins, Democratic Services Officer

Telephone: 033301 34579 / 34594

Email: democratic.services@essex.gov.uk

Essex County Council and Committees Information

All Council and Committee Meetings are held in public unless the business is exempt in accordance with the requirements of the Local Government Act 1972.

In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting will be held via online video conferencing.

Members of the public will be able to view and listen to any items on the agenda unless the Committee has resolved to exclude the press and public from the meeting as a result of the likely disclosure of exempt information as defined by Schedule 12A to the Local Government Act 1972.

How to take part in/watch the meeting:

Participants: (Officers and Members) will have received a personal email with their login details for the meeting. Contact the Democratic Services Officer if you have not received your login.

Members of the public:

Online:

You will need the Zoom app which is available from your app store or from www.zoom.us. The details you need to join the meeting will be published as a Meeting Document, on the Meeting Details page of the Council's website (scroll to the bottom of the page) at least two days prior to the meeting date. The document will be called "Public Access Details".

By phone

Telephone from the United Kingdom: 0203 481 5237 or 0203 481 5240 or 0208 080 6591 or 0208 080 6592 or +44 330 088 5830.

You will be asked for a Webinar ID and Password, these will be published as a Meeting Document, on the Meeting Details page of the Council's website (scroll to the bottom of the page) at least two days prior to the meeting date. The document will be called "Public Access Details".

Accessing Documents

If you have a need for documents in, large print, Braille, on disk or in alternative languages and easy read please contact the Democratic Services Officer before the meeting takes place. For further information about how you can access this meeting, contact the Democratic Services Officer.

The agenda is also available on the Essex County Council website, www.essex.gov.uk. From the Home Page, click on 'Running the council', then on 'How decisions are made', then 'council meetings calendar'. Finally, select the relevant committee from the calendar of meetings.

Please note that an audio recording may be made of the meeting – at the start of the meeting the Chairman will confirm if all or part of the meeting is being recorded.

		Pages
1	Election of Chairman To elect a Chairman for the meeting	
2	Membership, Apologies, Substitutions and Declarations of Interest	5 - 5
3	Minutes: 17 April 2020	6 - 8
4	Urgent Business To consider any matter which in the opinion of the Chairman should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.	

Exempt Items

(During consideration of these items the meeting is not likely to be open to the press and public)

The following items of business have not been published on the grounds that they involve the likely disclosure of exempt information falling within Part I of Schedule 12A of the Local Government Act 1972. Members are asked to consider whether or not the press and public should be excluded during the consideration of these items. If so it will be necessary for the meeting to pass a formal resolution:

That the press and public are excluded from the meeting during the consideration of the remaining items of business on the grounds that they involve the likely disclosure of exempt information falling within Schedule 12A to the Local Government Act 1972, the specific paragraph(s) of Schedule 12A engaged being set out in the report or appendix relating to that item of business.

**5 Reassignment and securing of Director resources for
Adult Social Care to support COVID 19 delivery
(CO/06/20)**

- Information relating to any individual;
- Information which is likely to reveal the identify of an individual;

6 Urgent Exempt Business

To consider in private any other matter which in the opinion of the Chairman should be considered by reason of special circumstances (to be specified) as a matter of urgency.

Agenda item 2

Committee: Committee to Determine the Terms and Conditions of Employment of Chief and Deputy Chief Officers

Enquiries to: Judith Dignum, Democratic Services Officer
Lisa Siggins, Democratic Services Officer

Membership, Apologies, Substitutions and Declarations of Interest

Recommendations:

To note

1. Membership as shown below
2. Apologies and substitutions
3. Declarations of interest to be made by Members in accordance with the Members' Code of Conduct

Membership

(Quorum: 3)

Councillor D Finch
Councillor T Ball
Councillor D Madden
Councillor S Walsh
Councillor M Mackrory

Minutes of a meeting of the Committee to Determine the Terms and Conditions of Employment of Chief and Deputy Chief Officers held online on Friday 17 April 2020 at 13:15.

Present:

Members

Councillor D Finch	Chairman
Councillor D Madden	
Councillor T Ball	
Councillor G Mohindra	(Substitute for Councillor S Barker)
Councillor A Turrell	

The following officers were present in support:

Gavin Jones	Chief Executive
Pam Parkes	Director, Organisational Development and People
Paul Turner	Director, Legal and Assurance
Joanna Boaler	Head of Democracy and Transparency
Alison Woods	Head of People Business Partners and Employment Practice
Emma Tombs	Democratic Services Manager

1. Election of Chairman

Having been nominated by Councillor Finch and seconded by Councillor Turrell, and there being no other nominations it was

Resolved:

That Councillor D Finch be elected as Chairman for the meeting.

2. Membership, Apologies, Substitutions and Declarations of Interest.

The report of Membership, Apologies and Declarations of Interest was received, and substitutions noted.

3. Minutes: 25 September 2019

The minutes of the meeting held on 25 September 2019 were approved as a correct record and would be subsequently signed by the Chairman.

4. Uplift to pay ranges and salaries for Grades A and B (CO/04/20)

The Chairman advised that this item had been withdrawn.

5. Urgent Business

There were no matters of urgent business.

Exclusion of the Press and Public

Having been moved by Councillor Finch and seconded by Councillor Ball it was

Resolved:

That, having reached the view that the public interest in maintaining the exemption (and discussing the matter in private) outweighed the public interest in disclosing the information, the public (including the press) be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as specified in paragraphs 1 and 2 of Schedule 12A of the Local Government Act 1972 - information relating to any individual or which is likely to reveal the identity of any individual).

6. Appointment to the role of Executive Director, Finance and Technology (CO/05/20)

(Press and public excluded)

The Committee considered a report (CO/05/20) by the Chief Executive seeking the Committee's approval of the following recommendations:

- i. Having the role of Executive Director, Finance and Technology a permanent role in the structure, reporting directly to the Chief Executive
- ii. Appointing Nicole Wood to the permanent role of Executive Director, Finance and Technology
- iii. Amending Nicole Wood's salary to the market benchmarked 'rate for the job' for Grade A roles

Having been moved by Councillor Finch and seconded by Councillor Madden it was

Resolved:

- i. To have the role of Executive Director, Finance and Technology as a permanent role in the structure, reporting directly to the Chief Executive;
- ii. To appoint Nicole Wood to the permanent role of Executive Director, Finance and Technology, subject to compliance with Employment Procedure Rules; and

- iii. That Nicole Wood's salary would remain at £157,055 owing to the fact the report 4 on the agenda was withdrawn and there will not be an increase in salary of 2% applied to A and B roles.

7. Urgent Exempt Business

There were no matters of urgent exempt business.

The meeting closed at 13:30.

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Chairman

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Date