



Essex County Council

# Appointments Sub-Committee

<b>10:00</b>	<b>Wednesday, 27 November 2019</b>	<b>C120,</b>
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**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

## Pages

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| <b>1</b> | <b>Election of Chairman</b><br>To elect a Chairman for the meeting  |              |
| <b>2</b> | <b>Membership, Apologies, Substitutions and<br/>Declarations of Interest</b>  | <b>4 - 4</b> |
| <b>3</b> | <b>Minutes of this meeting</b><br>To delegate authority to the Chairman to confirm as a correct record and sign the minutes of this meeting, following which the outcome will be reported to a future meeting of the Committee to determine the terms and conditions of employment of Chief and Deputy Chief Officers |              |
| <b>4</b> | <b>Delegation of Head of Service appointments in<br/>Organisational Development and People (CO/06/19)</b>   | <b>5 - 6</b> |
| <b>5</b> | <b>Urgent Business</b><br>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.**

**6 Candidate Interviews: Director, Environment and Climate Action**

(Exempt under paragraphs 1 and 2 of the Local Government Act 1972 - information relating to any individual or which is likely to reveal the identity of any individual)

To interview candidates for the post of Director, Environment and Climate Action

*Interview pack to follow*

**7 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.

## **Essex County Council and Committees Information**

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With sufficient notice, documents can be made available in alternative formats, for further information about this or about the meeting in general please contact the named officer on the agenda pack or email [democratic.services@essex.gov.uk](mailto:democratic.services@essex.gov.uk)

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**Committee:** Appointments Sub-Committee

**Enquiries to:** Judith Dignum, 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 M Mackrory  
Councillor S Walsh

**Agenda Item 4**  
CO/06/19

<b>Report title: Delegation of Head of Service appointments in Organisational Development and People</b>	
<b>Report to:</b> Appointments Sub-Committee of the Committee to Determine the Terms and Conditions of Employment of Chief and Deputy Chief Officers	
<b>Report author:</b> Gavin Jones, Chief Executive	
<b>Date:</b> 27 November 2019	<b>For:</b> Decision
<b>Enquiries to:</b> Pam Parkes, Director, Organisation Development and People or Alison Woods, Head of People Business Partnering & Employment Practice	
<b>County Divisions affected:</b> All Essex	

## **1. Introduction**

- 1.1 The purpose of this report is to make recommendations to the Sub-Committee about temporary changes to delegations pending the February 2020 Council meeting in order to facilitate a restructure of head of service posts reporting to the Director, Organisation Design and People.

## **2. Recommendations**

- 2.1 Agree that the Director, Organisation Design and People may appoint and dismiss head of service roles within her service until the February 2020 meeting of the Council.
- 2.2 Note that any proposal to appoint or dismiss any person will be subject to prior consultation with the Cabinet in all cases.

## **3. Proposal**

- 3.1 Under paragraph 22.4 of the Council's Constitution, appointments of Deputy Chief Officers are delegated to the Committee to Determine the Terms and Conditions of employment of Chief and Deputy Chief Officers.
- 3.2 In most services the Chief Officers are the Executive Directors and the Deputy Chief Officers are directors.
- 3.3 However, the statutory definitions of 'chief officer' and 'deputy chief officer' mean that uniquely, because the Director, Organisation Design and People reports directly to the Chief Executive, the heads of service reporting to this Director are deputy chief officers.

- 3.4 When the previous restructure was implemented in 2016/17 it was agreed that these posts would be an officer appointment, but that delegation only lasted for that restructure.
- 3.5 The Director, Organisation Development and People has recently launched a redundancy consultation on a proposed new structure, and it is anticipated that there will be a need to undergo a selection process to appoint to Heads of Service roles and therefore a need to appoint and, possibly dismiss, heads of service.
- 3.6 The table below shows current and proposed heads of service roles. This is shown for information because the new structure is subject to consultation:

Current post and grade	Proposed (subject to consultation)
Head of Service Design Grade C	Head of Organisation Development & Talent Management (anticipated grade B2)
Head of Organisational Effectiveness Grade B2	Head of Business Design & Continuous Improvement (anticipated grade B2)
Head of Leadership & Talent Grade C	

- 3.7 Members are not usually involved in decision making for head of service posts at ECC. Given the proposed restructure, the Chief Executive is asking for appointment and dismissal of these posts should be delegated to officers
- 3.8 Because this requires a change to the constitution to be implemented for longer than six months it is proposed to implement this until the February Council meeting when it is proposed that full Council will be asked to make this change.
- 3.9 It should be noted that any proposal to appoint or dismiss any chief officer or deputy chief officer is required to be notified to all members of the Cabinet to give them an opportunity to comment or object. The appointing person must consider any comments before making a final decision. Since this is a statutory process, all such proposals in OD&P would continue to be notified to all cabinet members.