



Essex County Council

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

<b>15:00</b>	<b>Tuesday, 24 July 2018</b>	<b>Committee Room 3, County Hall, Chelmsford, CM1 1QH</b>
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**For information about the meeting please ask for:**

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		<b>Pages</b>
<b>1</b>	<b>Election of a Chairman</b> To elect a Chairman for the meeting.	
<b>2</b>	<b>Membership, Apologies, Substitutions and Declarations of Interest</b>	<b>4 - 4</b>
<b>3</b>	<b>Minutes: 18 October 2017</b>	<b>5 - 6</b>
<b>4</b>	<b>Minutes: 23 April 2018</b>	<b>7 - 9</b>
<b>5</b>	<b>Urgent Business</b> 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)

To consider whether the press and public should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely

disclosure of exempt information as specified in Part I of Schedule 12A of the Local Government Act 1972 or it being confidential for the purposes of Section 100A(2) of that Act.

In each case, Members are asked to decide whether, in all the circumstances, the public interest in maintaining the exemption (and discussing the matter in private) outweighs the public interest in disclosing the information.

**6 Minutes: 18 October 2017 Confidential Appendix**

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

**7 Minutes: 23 April 2018 Confidential Appendix**

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

**8 Chief Executive, Executive Directors and Directors - Performance Outcomes 2017/18 and Performance Objectives 2018-19**

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

**9 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**

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. If there is exempted business, it will be clearly marked as an Exempt Item on the agenda and members of the public and any representatives of the media will be asked to leave the meeting room for that item.

The agenda is available on the Essex County Council website, <https://www.essex.gov.uk>. From the Home Page, click on 'Your Council', then on 'Meetings and Agendas'. Finally, select the relevant committee from the calendar of meetings.

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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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If you are unable to attend and wish to see if the recording is available you can visit this link <https://cmis.essexcc.gov.uk/Essexcmis5/CalendarofMeetings> any time after the meeting starts. Any audio available can be accessed via the 'On air now!' box in the centre of the page, or the links immediately below it.

Should you wish to record the meeting, please contact the officer shown on the agenda front page

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## **Agenda item 2**

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

**Enquiries to:** 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 K Bentley  
Councillor R Gooding  
Councillor D Madden  
Councillor M Mackrory

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**Minutes of the meeting of the Committee to Determine the Terms and Conditions of Employment of Chief and Deputy Chief Officers, held in Committee Room 6 County Hall, Chelmsford, CM1 1QH on Wednesday, 18 October 2017**

**Present:**

Councillor J Spence     Chairman  
Councillor D Madden  
Councillor M Mackrory  
Councillor G Mohindra  
Councillor S Walsh

The following officers were present in support:

Gavin Jones             Chief Executive  
Pam Parkes             Director, Organisation Development & People  
Lisa Siggins             Democratic Services Officer

**1            Apologies for Absence**  
There were no apologies.

**2            Declarations of Interest**  
None were made.

**3            Election of Chairman**  
**Resolved:**

That Councillor Spence be elected as Chairman for the meeting.

**4            Exclusion of the Press and Public**  
**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).

**5            Appointment of Director, Adult Social Care (CO/03/17) - to follow**  
The Committee considered report CO/03/17 by the Chief Executive

regarding the appointment of the Director, Adult Social Care (DASS).

The Chief Executive and the Director, Organisation Development and People responded to Members' questions, as set out in the confidential appendix to these minutes.

**Resolved:**

To make Nick Presmeg's appointment to the Director, Adults Social Care (DASS) permanent with immediate effect.

On the clear understanding that the Chief Executive takes on board and works with Nick Presmeg in connection with the development issues raised during the meeting.

**Chairman**

**Minutes of a meeting of the Committee to Determine the Terms and Conditions of Employment of Chief and Deputy Chief Officers held in Committee Room 2, County Hall, Chelmsford, CM1 1QH on Monday 23 April 2018 at 9.00am and reconvened on Monday 30 April 2018 at 9.30am**

**Present:**

**Members**

Councillor D Finch	(Chairman)
Councillor K Bentley	
Councillor S Lissimore	
Councillor M Mackrory	23 April only
Councillor J Spence	
Councillor A Turrell	Substitute for Councillor M Mackrory (30 April only)

The following officers were present in support:

Gavin Jones	Chief Executive
Pam Parkes	Director, Organisational Development and People
Joanna Boaler	Head of Democracy and Transparency (30 April 2018)
Judith Dignum	Democratic Services Manager (23 April 2018)

**1. Election of Chairman**

Having been nominated by Councillor Bentley and seconded by Councillor Spence, 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.

**3. Exclusion of the Press and Public**

**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).

**4. Changes to Executive Director and Director roles (CO/01/18)**  
(Press and public excluded)

The Committee considered a report by the Chief Executive which recommended a number of changes associated with turnover in senior roles following implementation of the new organisation design in April 2017. The report also informed the Committee of the intention to bring forward further proposals in due course regarding permanent changes to the layer 1 and 2 organisation structure.

The Chief Executive and the Director, Organisational Development and People responded to Members' questions, as set out in the confidential appendix to these minutes.

In considering the proposals, the Committee expressed concern at some inconsistencies within the report relating to the potential salary for the Director, Legal and Assurance. In order to assist them in reaching a decision, Members asked for clarification on this issue, together with a list of the responsibilities associated with the revised role. The meeting was therefore **adjourned**, and **reconvened** on Monday 30 April at 9.30am.

**Resolved:**

**Infrastructure and Environment (I&E) and Economy, Localities and Public Health (ELPH)**

1. That the revised salary for the Director, Capital Investment and Delivery (Paul Crick), be agreed as set out in the confidential appendix to these minutes.
2. That the responsibilities currently with the Executive Director, Infrastructure and Environment be delegated to the Executive Director, Economy, Localities and Public Health (ELPH) for a temporary period of up to six months.

**Social Care and Education**

3. That the responsibilities for Adult Social Care held by the Executive Director, Social Care and Education, be delegated to the Director, Adult Social Care (Director of Adult Social Services (DASS)) on a permanent basis, making this role a layer 1, with effect from 28 April 2018.
4. That the transfer of line management for Education to the Director, Children and Families (Director of Children's Services (DCS)) with effect from 28 April 2018 be noted.



### **Corporate and Customer Services**

5. That the regrading of the role of Director, Legal and Assurance be noted, and the new salary for Paul Turner agreed as set out in the confidential appendix to these minutes.

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**Chairman**

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**Date**