

**Minutes of a meeting of the Committee to Determine the Terms and Conditions of Employment of Chief and Deputy Chief Officers held online on Wednesday 3 June 2020 at 9.00am**

**Present:**

**Members**

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

The following officers were present in support:

Gavin Jones	Chief Executive
Pam Parkes	Director, Organisation Development and People
Nick Presmeg	Executive Director, Adult Social Care
Judith Dignum	Democratic Services Officer

**1. Election of Chairman**

On the nomination of Councillor Madden, seconded by Councillor Walsh, it was

**Resolved:**

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

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

The report was received and noted.

**3. Minutes: 17April 2020**

The minutes of the meeting held on 17 April 2020 were approved as a correct record and would be subsequently signed by the Chairman.

**4. Urgent Business**

There were no matters of urgent business.

**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. Reassignment and securing of Director resources for Adult Social Care to support Covid-19 Delivery (CO/06/20)**  
(Press and public excluded)

The Committee considered a report by the Executive Director, Adult Social Care concerning the provision of resources at Director level to support Adult Social during the period of Covid-19.

In response to a question by the Chairman regarding the report title, it was clarified that the report related to two posts.

**Resolved:**

1. To appoint an interim Head of Care role within the Adult Social Care Leadership team, reporting directly to the Executive Director for Adult Social Care.
2. To appoint Patrick Higgs to the interim role of Head of Care for the period 23 March 2020 to 30 September 2021.
3. To agree a payment to Patrick Higgs for the duration of this role, to make his pay up to the pay benchmarked for Grade B, job size 2 roles.
4. To extend the fixed term post of Director for Local Delivery.
5. To extend the fixed term contract of Simon Griffiths as Director of Local Delivery to 20 September 2021.
6. That the Executive Director, Adult Social Care may bring these arrangements to an end earlier if he considers that they are no longer needed.

**6. Urgent Exempt Business**

There were no matters of urgent exempt business.

The meeting closed at 9.10am.

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Chairman

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Date