



Essex County Council

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

<b>13:30</b>	<b>Wednesday, 24 July 2019</b>	<b>Committee Room 2, County Hall, Chelmsford, CM1 1QH</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

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		<b>Pages</b>
<b>1</b>	<b>Election of Chairman</b> To elect a Chairman for the meeting	
<b>2</b>	<b>Membership, Apologies, Substitutions and Declarations of Interest</b>	<b>5 - 6</b>
<b>3</b>	<b>Minutes: 27 June 2019</b>	<b>7 - 10</b>
<b>4</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)

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 Minutes: 27 June 2019 (Confidential Appendix)**

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

**6 Director for ACCESS Support Unit (CO/04/19)**

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

**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**

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.

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Induction loop facilities are available in most Meeting Rooms. Specialist headsets are available from Reception.

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)

### **Audio recording of meetings**

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If you are unable to attend and wish to see if the recording is available, you can find out by checking the [Calendar of Meetings](#) 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:** 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 R Gooding  
Councillor D Madden  
Councillor M Mackrory  
Councillor S Walsh



**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 3, County Hall, Chelmsford, CM1 1QH on Thursday 27 June 2019 at 12.30pm**

**Present:**

**Members**

Councillor S Barker  
Councillor D Finch (Chairman)  
Councillor R Gooding  
Councillor S Walsh

The following officers were present in support:

Gavin Jones	Chief Executive
Pam Parkes	Director, Organisational Development and People
Emma Tombs	Democratic Services Manager

**1. Election of Chairman**

Having been nominated by Councillor Barker and seconded by Councillor Walsh, 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.

Apologies were received from Councillor Wood.

**3. Minutes of the meeting held on 8 April 2019**

The minutes of that part of the meeting held in public on 8 April 2019 were approved as a correct record.

**4. Urgent Business**

None

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

It having been moved by Councillor Madden and seconded by Councillor Gooding 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. Minutes 8 April 2019 Confidential Appendix**

(Press and public excluded)

The minutes of that part of the meeting held in private on 8 April 2019 were approved as a correct record.

**7. Changes to Executive Director and Director roles**

(Press and public excluded)

The Committee considered a report (CO/02/19) by the Chief Executive to consider changes to Executive Director and Director roles.

It was confirmed following a question from Councillor Gooding that EES for Schools had been disposed of, and would therefore not make up part of the responsibilities listed at 3.3.2 of the report.

It having been moved by Councillor Barker and seconded by Councillor Gooding it was

**Resolved:**

That changes to Executive Director and Director roles and responsibilities, and associated remuneration, be agreed as set out in the Confidential Appendix to these minutes.

**8. Urgent Exempt Business**

None

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Chairman

.....  
Date





