
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 5 County Hall, Chelmsford, Essex on Wednesday, 11 January 2017

Present:

Councillors

D Finch Chairman

A Bayley

K Bentley

M Mackrory

D Madden

The following officers were present in support:

Gavin Jones Chief Executive

Pam Parkes Interim Head of Human Resources and Organisational Development

Judith Dignum Committee Services Manager

1 Election of Chairman

Having been proposed by Councillor Bentley and seconded by Councillor Madden, it was

Resolved

That Councillor David Finch be elected Chairman for the meeting.

2 Declarations of Interest

The Chairman reminded Members to declare any interests now or at the point during the meeting at which they arose.

3 Minutes of the meeting held on 10 October 2016

The minutes of the meeting of the Committee held on 10 October 2016 were approved as a correct record and signed by the Chairman.

4 Minutes of the meeting held on 24 October 2016

The minutes of the meeting held on 24 October 2016 were approved as a correct record and signed by the Chairman.

5 Executive Directors - Performance Objectives

(Press and public excluded)

The Committee considered the report of the Chief Executive which presented the Executive Directors' performance objectives for quarter four of the year 2016/17, as requested by the Committee at its meeting on 24 October 2016. The report also detailed draft objectives in respect of all Executive Director roles, and the

Director Adult Social Services (ADASS) role, for the 2017/18 performance year. Although responsibility for setting and agreeing the objectives rested with the Chief Executive, Members' feedback and comments were sought.

In presenting the report, the Chief Executive advised that the objectives and measures set for the Executive Director who had left during the year had been redistributed amongst the remaining directors.

The following information was provided in response to Members' questions and comments:

- The proposed objectives for 2017/18 were in early draft form. Following this meeting, the Chief Executive would work with members of the Corporate Management Board to refine and finalise them based on Members' input, and on his assessment of what needed to be achieved during the year ahead.
- The Chief Executive explained how Executive Directors would be held to account for performance against the proposed objectives, which he confirmed were quite stretching, with an emphasis on leadership.
- It was acknowledged that appointments had yet to be made to certain Executive Director positions. Performance objectives would be finalised once individuals were in post, but those concerned would be expected to demonstrate early progress in terms of delivery.

The Committee supported the proposed approach to performance management for 2017/18, and the draft framework, but expressed the view that further work was needed with regard to measurement and evidence.

In considering the timescale for future Member involvement in the Executive Director performance management process, and taking into account the forthcoming County Council elections, it was agreed the Chief Executive should remain in regular contact with the Leader of the Council regarding progress on objective setting for 2017/18. A meeting of the Committee would take place as soon as possible following the elections to consider the assessment of Executive Director Performance for 2016/17 and receive the finalised objectives for 2017/18. A further meeting should then take place around September 2017 to receive a report of progress at the mid-year stage.

Resolved:

1. That Executive Directors' performance objectives for quarter 4 of 2016/17 be noted.
2. That the draft objectives for Executive Directors, together with those for the Director Adult Social Services (ADASS) role, be noted, subject to the comments set out in the body of this minute.
3. That the Chief Executive remain in regular contact with the Leader of the Council regarding progress on objective setting for 2017/18.
4. That a further meeting of the Committee be held as soon as possible after the County Council elections in May 2017 to consider the assessment of

Executive Director Performance for 2016/17 and receive the finalised objectives for 2017/18.

5. That a further meeting of the Committee take place around September 2017 to receive a report of progress at the mid-year stage.

Chairman