

Employment Committee

Minutes of the remote meeting held on Wednesday 5 August 2020 at 5.00pm, which was broadcast live via the Council's YouTube Channel.

Present: Councillor Margrave (Chairman); Councillors Day, B Gifford, Hales, Jacques, Kennedy, Kohler, Mangat, Tangri, Tracey, and Wright.

4. **Apologies and Substitutes**

- (a) there were no apologies for absence; and
- (b) there were no substitutions made.

5. **Declarations of Interest**

There were no declarations of interest made.

6. **Recruitment to Head of Service Roles - Update**

The Committee considered a report from Human Resources which provided a further update regarding recruitment of Head of Service roles as part of Local Government Structure in Warwickshire and to assist with the financial pressures that both Stratford-on Avon District Council (SDC) and Warwick District Council (WDC) were facing as a result of the COVID-19 pandemic.

In the report to Executive July 2020, it was identified that there were a number of joint working arrangements already in place between SDC and WDC. The principles associated with the successful appointment of the shared Information Governance Officer post were being used for learning and review in the proposals put forward.

There were currently the following Senior Management Team vacancies across the two authorities:

- Head of ICT - it was proposed to recruit to this role immediately as a shared post across both Councils. The post-holder would manage the ICT teams in both Councils, with a clear remit around transformation. This would follow the guidelines for Head of Service recruitment process and a sub-committee would be appointed for shortlisting on the 15 September and a final interview on 24 September. Options for SDC Members to be included in the recruitment process had been reviewed and agreed to be incorporated as a stakeholder group as part of the first stage interview on 10 September, providing feedback to the shortlisting panel 15 September but with no decision making responsibilities as per the recruitment guidelines, with reciprocal arrangements for WDC;
- Head of Neighbourhood Services - it was proposed to extend the remit of the existing role at SDC to incorporate the responsibilities of this vacancy at WDC. Discussions would be taking place to consider a phased approach to managing these key areas; and

- Head of Development Services - it was proposed to immediately recruit to this role on an interim basis for one year and appoint a sub-committee for Head of Service recruitment for shortlisting on 8 September 2020 and a final interview on 15 September. Further development of joint working around the local plan would be a key part of the development of this area.

A vacancy at SDC for a Head of Finance, currently occupied by an interim appointment, would be addressed jointly after the budget setting process for 2021/2022 was complete, as would other portfolio areas across both Management Teams.

There would remain one employer for these roles to ensure a distinction between line reporting and performance management responsibilities. Contracts for these roles were being developed to ensure governance and accountability. The sharing of the posts in this way could be achieved through agreement under s113 of the Local Government Act 1972 which enabled the officers to work and take decisions for that authority while being paid by another council. This decision had been agreed at SDC in July 2020 and was included on the WDC council for 5 August 2020.

The Head of People and Communications confirmed that whilst the breadth of the Heads of Service roles had increased because they would be acting for two Authorities, the salary would not change because it was felt that the roles were attractive and good opportunities.

It was proposed by Councillor Kohler, seconded by Councillor Tracey and

Resolved that

- (1) The sharing of Senior Management Team (SMT) posts Head of Service ICT (WDC Post) and Neighbourhood Services (SDC Post Head of Community and Operational Services) be approved; and
- (2) The sub-committees of five Councillors (comprising of two Conservative Councillors and one each from the Liberal Democrat, Green and Labour Groups) be as follows:
 - a. Head of Service ICT appointment 15.9.20 (AM) and 24.9.20: Councillors Day, Hales, Kohler, Tangri and Mangat; and
 - b. Head of Service Development Services appointment 8.9.20 (AM) and 15.9.20 (PM): Councillors Day, Hales, B Gifford, Kennedy and Mangat.

(The meeting ended at 5.12pm)

CHAIRMAN
15 September 2020