



Agenda Item 6

Employment Committee
7 September 2021

Title: Responsibilities of Employment Committee

Lead Officer: Graham Leach graham.leach@Warwickdc.gov.uk & **Tracy Dolphin** tracy.dolphin@warwickdc.gov.uk

Portfolio Holder: Andrew Day

Public report

Wards of the District directly affected: None

Contrary to the policy framework: No

Contrary to the budgetary framework: No

Key Decision: No

Included within the Forward Plan: No

Equality Impact Assessment Undertaken: No

Consultation & Community Engagement: No

Final Decision: No

Accessibility checked: Yes

Officer/Councillor Approval

Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	19.8.21	Chris Elliott Andrew Jones
Head of Service	19.8.21	Phil Grafton Tracy Dolphin
CMT	19.8.21	Chris Elliott Andrew Jones Dave Barber Tony Perks David Buckland
Section 151 Officer	19.8.21	Mike Snow
Monitoring Officer	19.8.21	Phil Grafton
Finance	19.8.21	Lorraine Henson
Portfolio Holder(s)	24.8.21	Andrew Day

1. Summary

- 1.1. The report seeks agreement from the Committee to bring forward proposals on recruitment to Senior Officer positions within the Council and the approval of Policies jointly with Stratford-on Avon District Council.

2. Recommendations

- 2.1. That the Employment Committee asks officers to work with the Chairman of the Committee and their equivalent at Stratford-on-Avon District Council to bring forward proposals for a joint recruitment process for Heads of Service and Deputy Chief Executives to Council on 18 October 2021 (at Stratford-on-Avon District Council) and 20 October 2021 (at Warwick District Council)
- 2.2. That the Employment Committee asks officers to bring back proposals for a joint Employment Committee with Stratford-on-Avon District Council.

3. Reasons for the Recommendation

- 3.1. The Committee will be aware that the senior management roles across both Warwick District Council and Stratford-on-Avon District Council are now shared with the exclusion of the role of Chief Executive.
- 3.2. This process can be achieved through establishment of a Joint Committee for these appointments under the Local Government Act 1972 subject to procedures for the meetings being confirmed. Officers are confident these can be agreed between the two Councils based on the work previously undertaken for a Joint Cabinet Committee for the joint Local Plan. However, it would need approval from both Councils which are next due to meet w/c 18 October 2021.
- 3.3. Building upon this, there will be a need to review key employment policies and terms/conditions over the coming months to provide consistency. Therefore, it is proposed that at the same time officers explore the potential to have a Joint Employment Committee for the entire remit of the responsibilities of this group. However, this may take a little longer to process to ensure the consistency of remit and agreement from all parties including wider membership/proportionality.

4. Policy Framework

4.1. Fit for the Future (FFF)

- 4.1.1. The Council's FFF Strategy is designed to deliver the Vision for the District of making it a Great Place to Live, Work and Visit. To that end amongst other things the FFF Strategy contains several Key projects.
- 4.1.2. The FFF Strategy has 3 strands, People, Services and Money, and each has an external and internal element to it, the details of which can be found [on the Council's website](#). Paragraph 4.2 below illustrates the impact of this proposal if any in relation to the Council's FFF Strategy.

4.2. **FFF Strands**

4.2.1 **External impacts of proposal(s)**

People - Health, Homes, Communities – There are no direct impacts of this report on this section.

Services - Green, Clean, Safe - There are no direct impacts of this report on this section.

Money- Infrastructure, Enterprise, Employment - There are no direct impacts of this report on this section.

4.2.2. **Internal impacts of the proposal(s)**

People - Effective Staff – The proposals if accepted will be a significant step in demonstrating a shared approach to service delivery. This will also enable efficiencies of matters being considered once rather than twice by separate Committees with the same officers having to attend both meetings.

Services - Maintain or Improve Services - There are no direct impacts of this report on this section.

Money - Firm Financial Footing over the Longer Term - There are no direct impacts of this report on this section.

4.3. **Supporting Strategies** – This report does not directly impact on any supporting policies but if the changes are approved will see changes to how some policies are approved in future, for example the People Strategy.

4.4. **Changes to Existing Policies**

4.4.1. If the recommendations are accepted by the Committee and in due course approved by Council, this will see changes to the Constitution.

4.5. **Impact Assessments**

4.5.1. It is not considered necessary to undertake an impact assessment as this relates to the administrative and decision making process and not changes in policy. However this aspect will be considered in detail if the Committee agree the recommendations and for the reports to be brought forward.

5. Budgetary Framework

5.1. The report does not directly impact on the Budget or Budgetary framework for the Council.

6. Risks

6.1. The proposals within the report propose to minimise risks of decisions being taken out of sync and ensuring opportunity for equal input on recruitment to senior officer roles.

7. Alternative Option(s) considered

- 7.1. The Committee could decide to decline the approach and seek for longer timescale to bring both approaches through together. However it is considered appropriate to expedite one part in case a senior officer was to step down from their role within the near future.
- 7.2. The Committee could equally reject the proposals and seek to continue as at present, however as services merge, which are due to start later this year, it is considered appropriate that a single decision-making body is in place to determine staffing policies.