



Employment and Appointments Committee

Date:	Thursday, 21 November 2019
Time:	6.00 p.m.
Venue:	Committee Room 2 - Wallasey Town Hall

Contact Officer: Andrew Mossop
Tel: 0151 691 8501
e-mail: andrewmossop@wirral.gov.uk
Website: <http://www.wirral.gov.uk>

AGENDA

1. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members are asked to consider whether they have any disclosable pecuniary and / or any other relevant interest in connection with any of the items on this agenda and, if so, to declare it and state the nature of the interest.

2. MINUTES (Pages 1 - 22)

To approve the accuracy of the minutes of the meetings held on 5 March, 12 June, 17 July and 23 October, 2019.

3. EMPLOYMENT AND APPOINTMENTS PANEL MINUTES (Pages 23 - 28)

The minutes of the Employment and Appointments Panels' meetings for the Assistant Director – Community Services, held on 21 January, 26 February and 5 March, 2019, are submitted for information.

4. EXEMPT INFORMATION - EXCLUSION OF MEMBERS OF THE PUBLIC

The public may be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information.

RECOMMENDED –

That in accordance with section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of

the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by paragraphs 1 and 3 of Part 1 of Schedule 12A to that Act. The public interest test has been applied and favours exclusion.

5. CHIEF OFFICER STRUCTURE (Pages 29 - 44)

EMPLOYMENT AND APPOINTMENTS COMMITTEE

Tuesday, 5 March 2019

Present: Councillor AER Jones (Chair)

Councillors P Davies JE Green
A Davies B Mooney
G Davies L Rennie
P Gilchrist

22 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members of the Committee were requested to declare whether they had any disclosable pecuniary interests and/or any other relevant interest in the item on this agenda and, if so, to declare it and state the nature of such interest.

No such declarations were made.

23 MINUTES

The Committee was requested to approve the accuracy of the minutes of the meeting of 6 March 2018.

Resolved – That the minutes of the meeting of 6 March 2018, be approved.

24 EMPLOYMENT AND APPOINTMENTS PANEL MINUTES

The Committee was requested to note the minutes of the Employment and Appointments Panels' meetings for:

- Assistant Director – Early Help and Prevention (Children's); Assistant Director – Modernisation and Support (Children's) and Assistant Director – Culture and Visitor Economy, held on 22 May, 2018;
- Corporate Director for Economic and Housing Growth, held on 22 May and 6 and 7 June, 2018;
- Director for Change and Organisational Design, held on 26 July and 8 August, 2018;
- Assistant Director – Finance and Investment, held on 26 July and 31 August, 2018.

Resolved – That the minutes of the meetings listed above, be noted.

25 **PAY POLICY STATEMENT 2019/20**

Tony Williams, Head of Human Resources introduced the report of the Director of Change and Organisational Design that set out information on the Council's Pay Policy, to provide transparency with regard to the Council's approach to setting pay identifying:

- the methods by which salaries of all employees are determined;
- the detail and level of the salary package of its most senior staff; and
- the Head of Paid Service's responsibility for ensuring the provisions set out in the statement were applied consistently throughout the Council, recommending any amendments to Full Council.

The report highlighted that the Council was required to prepare and approve its Pay Policy Statement 2019/2020 before 31 March 2019, and that the Council will be at risk of not meeting the requirements of The Localism Act 2011 if this was not achieved.

The report also informed that Council operated all pay arrangements within the requirements of the Equality Act 2010 and that all pay arrangement were regularly reviewed and assessed to identify any equality issues (the subject of a separate report to the Employment and Appointments Committee, Minute 27 post refers).

Members discussed a number of key areas within the report, namely variations to pay grades (taking into account external pay levels in the labour market) and pay ratios between the lowest paid employees and Chief Officers and the Chief Executive. Members requested that this information be collated and reported back to the Committee at the earliest opportunity.

Members also questioned the current cost of termination payments and when this particular subject area had last been reviewed. The Head of Human Resources agreed to investigate and report back to Members.

The Head of Human Resources informed the Committee that in addition to consultation on the Council's Pay Policy with Trade Unions, a specific Equality Impact Assessment (EIA) was also produced and shared with Trade Unions - relating to the implementation of NJC pay award for 2019/20.

Members re-iterated the request that the Head of Human Resources bring back a further report to the Committee at the earliest opportunity, on the subject of pay multiples and benchmarking with other Local Authorities, and general guidance from the Local Government Association (LGA) or Department for Local Government (DCLG), if available.

Resolved – That

- (1) the introduction of the National Joint Council (NJC) redesigned pay spine which includes the National Living Wage rate of £9 per hour, effective from 1 April 2019, be agreed; and**
- (2) it be recommended to Council that the Pay Policy Statement for the financial year 2019/20 be approved.**

26 **GENDER PAY GAP REPORT**

Tony Williams, Head of Human Resources introduced the report of the Director of Change and Organisational Design that provided information on the Council's Gender Pay Gap in line with the requirements of the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017, whereby the Council is required by law to publish an annual gender pay gap report.

Mr Williams informed that Wirral Council had a predominantly female workforce, with 63% employees female and 37% male and that across the UK economy as a whole, men are more likely than women to be in senior roles (especially very senior roles at the top of organisations). He further informed that in Wirral, the top quartile roles were occupied by more women than men, however the pay gap was due to the significantly higher numbers of women than men particularly in the lower quartile. He added that Wirral provided a variety of flexible work options, e.g. full-time, part-time, term-time, seasonal, providing a number of working arrangements for individuals to choose from that fit into their work-life balance. Mr Williams informed the Employment and Appointments Committee that the mean gender pay gap (GPG) of 2017 has risen from 5.85% to 6.35% in 2018, whilst the median GPG has risen from 4.78% to 10.9%.

Members acknowledged that females were traditionally viewed as the primary carers which meant that whilst these opportunities were available to everyone employed, such employment options still tended to attract and retain more women than men. It was also noted that since Wirral Council had a number of roles falling into the lower quartile with minimal work hours to accommodate work-life balance arrangements, this influenced the higher proportion of women in lower quartile job roles.

Mr William's report also identified that Wirral also had a significantly higher number of women working term time or reduced working weeks compared with men. Based on the definition of the calculation of the rate of pay, this reduced the hourly rate and therefore had an impact on the pay gap.

A Member questioned Mr Williams on evidence to support that females were being provided opportunity to progress. Another Member provided examples

of where this was happening in the Council, namely Children's Services. Another Member commented that in the example given, there had been a noticeable change in culture, with encouraging messages coming through from Improvement Boards, supported by the transferring of agency staff to the permanent payroll in the same service area.

Members were further apprised of the recent Conference 'Women in Leadership' that provided a good opportunity to gather feedback on the topic of gender pay.

Resolved – That the report, and the reasons for the change in gap, be noted.

27 **WORKFORCE EQUALITY REPORT**

Tony Williams, Head of Human Resources introduced the report of the Director of Change and Organisational Design that provided information on the Council's workforce for 2017/18 in accordance with the Equality Act (2010) and Public Sector Equality Duty (2011). The report also provided the Employment and Appointments Committee with an update in relation to any data gaps in the Council's workforce equality information.

The report informed that the purpose of the Duty was to help embed equality considerations (which were central to delivering fair and efficient public services) into the day to day activities of public bodies. It encouraged public bodies to engage with the diverse communities and workforce affected by their activities so policies and services were appropriate and accessible to all. This would help shape future service delivery and ensure we meet the needs of our residents with a skilled and committed workforce.

Mr Williams, Head of Human Resources informed the Committee that Wirral Council remained one of the biggest employers in the borough with 83% of employees living in Wirral. He added that it was the Council's aim to be a good and fair employer which was broadly representative of the residents who live here.

Mr Williams further stated that in comparison to local demographic information, the workforce was over-represented by females and under-represented by males and figures remain relatively the same over the three year time period examined. Employees paid at workforce level, generally reflected the overall composition of the workforce, however in terms of Manager / Senior Managers (EPO1 –EPO25) women employees were under-represented at around 57% (against overall female workforce of 64%). The report informed that based on comparison to local population figures, women were over represented at Manager / Senior Managers level and at Chief Officer group level (the Chief Officer level female representation being a reversal in trend from last year by 7%).

In addition to the above information, Mr Williams informed the Committee of a number of key statistics relating to the Council's Workforce, namely:

- Disability Workforce - 5.7%
- Ageing Workforce – 65% aged 46years or over
- Work / Life – 36% of workforce are part-time
- Staff with Carer responsibilities – 3%
- Ethnicity – BME 2-3%

Members were apprised that the collection of personal information would always remain sensitive, and the Council ensured employees could select 'prefer not to say' options when providing data. The Head of Human Resources informed that the Council was confident that all its policies and procedures were equitable and fair across all protected characteristics. He added that an initial staff confidence campaign had been launched with more planned in the coming months to address any concerns and help reduce the data gaps. He added that the report would continue to be refreshed, updated, analysed and published annually, and data provided would be used to form the basis of an 'equality-proofed' workforce strategy.

Resolved – That

- 1) **publication of the Annual Workforce Equality Report to meet our legal requirements under the Public Sector Equality Duty (PSED) 2011, be approved; and**
- 2) **the position in relation to workforce equality performance and the progress made by the Council in relation to producing, analysing and publishing workforce data, be noted.**

28 **EXEMPT INFORMATION - EXCLUSION OF MEMBERS OF THE PRESS AND PUBLIC**

On a motion by the Chair, duly seconded, it was -

Resolved - That, under section 100 (A) (4) of the Local Government Act 1972, the public 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 defined by paragraph 1 (in that it relates to an individual) of Part I of Schedule 12A (as amended) to that Act.

29 **CHIEF OFFICER REPORT**

The Chair introduced the item, informing the Employment and Appointments Committee that the proposal before Members included the acceptance of a request for Voluntary Severance / Early Retirement from a chief officer.

Mr Eric Robinson, Chief Executive introduced his report that provided the opportunity to create a more streamlined structure at Director level, which in turn provided financial savings for the organisation. He added that subject to the Committee's agreement of the proposal, the functions currently led by this Chief Officer would be reorganised within the Council.

The report contained information that was attributed to individual officers and in particular their financial and/or business affairs and was therefore exempt by virtue of paragraph(s) 1 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972. The public interest test had been applied and, at time of agenda publication, favoured the exemption being applied. Mr Tony Williams, Head of Human Resources informed that should the Committee support the recommendations as contained within the report, this exemption would be lifted.

The Chair questioned the Chief Executive as to whether any adverse effects would be felt by remaining staff in the service area(s) affected. Mr Robinson informed that line managers would not be affected and that the work responsibilities of the officer in question would be transferred to the Director of Public Health

A Member questioned the Chief Executive as to costs associated with the revised structure, and pointed out the apparent lack of job descriptions, roles and responsibilities for the senior posts as affected. The Member sought assurance that the Panel reviewing requests for voluntary / early retirement were provided sufficient analysis and evidence of the impact of such requests, seeking further assurance that the process had been undertaken in an open, fair and transparent way.

Members questioned the attending HR Officers on matters relating to individuals affected by the restructure. The Officers having responded, the Chief Executive stated that cost savings in the area of senior management remained an 'annual challenge'. He further informed that job design must be right for each role (particularly in the sensitive area of Children's Services).

The Head of Human Resources informed the Committee that as part of the voluntary severance programme 200 applications had been received, with 46 individuals being let go. Procedures were the same as in other organisations, however in the case of Senior Officers, such matters must be considered by the Committee.

With the inclusion of an additional recommendation to remove the report's exempt nature, the Chair moved, duly seconded by Councillor Paul Stuart that the report recommendations (as amended) be approved.

On a show of hands, the motion was carried 4:3.

Resolved (4:3) – That

- (1) the request for Voluntary Severance/Early Voluntary Retirement of the Acting Corporate Director of Strategy and Partnerships be approved;**
- (2) the revised Chief Officer structure for the Council be approved;**
- (3) the Chief Executive be authorised to consult with the Strategic Commissioner: Environment about the proposed deletion of the post and the proposed redeployment to Assistant Director: Place (AD1) as a suitable alternative role in the structure in accordance with the Council's procedures.**
- (4) the deletion of the Deputy Director of Public Health post, and the appointment of the current Deputy Director into the Director post (Director 2 on the Council's pay scales), subject to confirmation by Public Health England, be approved;**
- (5) the creation of post of Lead Commissioner: Safer Wirral Service at Assistant Director 1 level on the Council's Chief Officer pay scales be approved, and a recruitment process for that post be commenced;**
- (6) the change in grade of Assistant Director: Commercial Management from AD2 to AD1 on the Council's Chief Officer pay scales, be approved; and**
- (7) the exemption be lifted in respect of the financial implications and costs of pension release and that this be published in the minutes of the meeting.**

This page is intentionally left blank

EMPLOYMENT AND APPOINTMENTS COMMITTEE

Wednesday, 12 June 2019

Present: Councillor AER Jones (Chair)

Councillors L Rennie Johnson
P Gilchrist C Jones
M Collins A Leech
JE Green J Williamson
P Hackett

Apology: Councillors M McLaughlin

1 APPOINTMENT OF CHAIR AND VICE-CHAIR

The Director of Governance and Assurance opened the meeting and invited nominations for the Chair.

On a motion by Councillor Anita Leech, seconded by Councillor Janette Williamson, it was –

Resolved (unanimously) – That Councillor Adrian Jones be appointed Chair of this Committee for the current municipal year.

The Chair then invited nominations for Vice-Chair.

It was moved by Councillor Mike Collins and seconded by Councillor Jenny Johnson, that –

“Councillor Lesley Rennie be appointed Vice-Chair of this Committee.”

It was then moved by Councillor Chris Jones and seconded by Councillor Janette Williamson, that –

“Councillor Pat Hackett be appointed Vice-Chair of this Committee.”

The first motion was put and carried (5:4) (One abstention). It was therefore –

Resolved (5:4) (One abstention) – That Councillor Lesley Rennie be appointed Vice-Chair of this Committee for the current municipal year.

2 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members of the Committee were requested to declare whether they had any disclosable pecuniary interests and/or any other relevant interest in the item on this agenda and, if so, to declare it and state the nature of such interest.

Councillor Jeff Green declared a personal interest in that prior to his own retirement he used to work for Mr Paul Satoor in his previous employment.

3 APPOINTMENT OF HEAD OF PAID SERVICE

The Director of Governance and Assurance, Philip McCourt, introduced a report on the options to appoint to the role of Head of Paid Service following the resignation of Mr Eric Robinson.

In introducing his report the Director of Governance and Assurance apologised to the Committee that the report had not been made exempt prior to its publication, in accordance with the Council's Standing Order No. 14, 'Motions affecting persons employed by the Council'. He stated that he had apologised to the officers concerned. He suggested that if at any point during the meeting Members wished to go into exempt discussion then he would invite Members to do so.

Councillor Jeff Green expressed the view that the members of the Committee had been put in an invidious position because the Chief Executive had circulated an email to all staff with a date of when he was leaving and that Mr Paul Satoor would be taking over. Whilst he did believe that the report should be discussed in public to be open and transparent, he considered that it was disrespectful to the committee to have done that.

Councillor Lesley Rennie expressed the view that it was unfortunate to have got off on the wrong foot at the start of a new municipal year and asked what consultation had been undertaken by the Chief Executive before the Executive View email was sent to all staff.

Councillor Janette Williamson expressed the view that what had happened had been a mistake but that she didn't feel disrespected as a Committee Member by it.

The Director of Governance and Assurance reiterated his apology to the Committee, accepted that full accountability in respect of this matter sat with him, and stated that measures would be put in place to ensure it did not happen again.

The Director of Change and Organisational Design, Mrs Nikki Boardman, assured the Committee that all Political Group Leaders had received an apology.

Members agreed to accept the apologies that had been given.

The Director of Governance and Assurance suggested that the four recommendations within the report could be taken in turn with a debate on each.

With regard to the first recommendation the Director of Governance and Assurance went through the timeline of Mr Robinson's resignation. Mr Robinson had been informed on the morning of 28 May, 2019 that the Secretary of State would be making an announcement in respect of his appointment (the press release being made on 29 May, 2019). Discussions were held with the Leader and Mr Robinson had requested that he be allowed to leave with 2 months' notice taking account of 11 days annual leave remaining.

Councillor Pat Hackett informed the meeting that the Chief Executive had spoken to him in his role as the Council's Leader on 29 May and explained his offer of a new opportunity with the Disclosure and Barring Service and that he had accepted his resignation. A conversation had taken place over leaving dates and he had made a judgement call over a hand-over period with a new officer leadership in place sooner rather than later. For the sake of the organisation he felt the need to move on as soon as possible.

Councillor Lesley Rennie suggested that Mr Robinson could leave with immediate effect.

Councillor Anita Leech suggested that it would be good practice to have a hand-over period as without this it could put some undue pressure on the interim appointee.

The Director of Governance and Assurance stated the requirement in law for every local authority to have a designated Head of Paid Service in post confirmed by a meeting of the full Council. The next scheduled meeting of ordinary Council was on 15 July, the earliest date for which an appointment could therefore be made.

Councillor Jenny Johnson commented that she would expect Mr Robinson to meet his contractually obliged notice period of three months.

Councillor Phil Gilchrist asked that it be placed on record his dissatisfaction with the notice period being shortened.

On a motion by Councillor Jeff Green, seconded by Councillor Lesley Rennie, it was –

(1) Resolved (5:4) (One abstention) – That this Committee confirms the termination of employment of Mr Eric Robinson as Chief Executive (Head of Paid Service) with effect from 15 July, 2019.

The Director of Governance and Assurance then spoke to the second recommendation regarding the appointment of Mr Paul Satoor to the post of Chief Executive for a period of twelve months, or until such time as a permanent appointment was made.

Councillor Lesley Rennie commented upon whether the authority needed to have a Chief Executive in the future and suggested that the Council had a Head of Paid Service with separate officers as Returning Officer and Electoral Registration Officer. A period of twelve months was a long time and any appointment should be subject to a satisfactory quarterly performance appraisal. Also no Chief Officer should be paid more than the Prime Minister.

The Director of Governance and Assurance stated that for most local authorities the role of Returning Officer and Electoral Registration Officer was held by the Chief Executive or by the Monitoring Officer. If the Council sought to offer the post on different terms and conditions then further discussions would need to take place with the proposed appointee.

Councillor Jeff Green commented upon the need for a wider discussion on the number of highly paid officers within the authority and whether or not they were all required. The Head of Paid Service could be any Chief Officer though the level of remuneration should be no more than the Prime Minister. Given that it was proposed for Mr Paul Satoor to be undertaking this role on an interim basis he should be offered a salary of £153,000, the same as the Prime Minister.

Councillor Chris Jones stated that she did not think it reasonable to ask Mr Satoor to take on the role at less than the current incumbent.

Responding to comments from Members, Mr Tony Williams, Head of HR, stated that the Chief Executive's salary range was £158,000 to £178,000 and Mr Satoor would be paid at the bottom of that range. There was one Corporate Director paid at the next level below that range at £145,000 - £161,000, the Corporate Director of Children's Services and he was managed by the Chief Executive. Within the Liverpool City Region Chief Executives were paid an average of £159,000 and a top rate of £166,000, excluding Liverpool City Council. Metropolitan Authorities averaged between £179,000 to £186,000. A comprehensive report on comparator salaries and issues around the Head of Paid Service would be brought to a future meeting.

Councillor Pat Hackett suggested that it would be irresponsible to act impulsively without careful consideration and of the need to have someone in place at this crucial time for the organisation.

Councillor Jenny Johnson suggested the need to go out to the marketplace to recruit the best possible interim.

Councillor Mike Collins suggested that any officers taking an interim role shouldn't expect the full salary and that some of the work being undertaken could be shared out amongst the senior leadership team.

Councillor Chris Jones commented that going out to the marketplace for a locum interim could take just as long as recruiting a new Chief Executive, whereas a seamless transition to an in-house interim would be less disruptive.

It was then moved by Councillor Anita Leech and seconded by Councillor Pat Hackett, that –

““This Committee recommends to Council that Mr Paul Satoor be appointed to the post of Chief Executive (Head of Paid Service), to include the appointment as Returning Officer and Electoral Registration Officer, for a period of twelve months or until such time as a permanent appointment is made.”

It was moved as an amendment by Councillor Lesley Rennie and seconded by Councillor Jeff Green, that –

“This Committee recommends to Council that Mr Paul Satoor be appointed to the post of Chief Executive (Head of Paid Service), to include the appointment as Returning Officer and Electoral Registration Officer, for a period of twelve months on an interim basis subject to a successful quarterly performance appraisal and that no officer be paid more than the Prime Minister.”

The amendment was put and lost (4:6).

The motion was put and carried (10:0).

(2) Resolved (10:0) – That this Committee recommends to Council that Mr Paul Satoor be appointed to the post of Chief Executive (Head of Paid Service), to include the appointment as Returning Officer and Electoral Registration Officer, for a period of twelve months or until such time as a permanent appointment is made.

The Director of Change and Organisational Design, then spoke to the third recommendation in respect of a proposed report on the review of all the options as to how to appoint a Head of Paid Service.

Councillor Phil Gilchrist suggested the need to include a full explanation as to the differentials between the lowest paid Council workers and the highest paid and how these could be reduced.

Some Members expressed the view that they would not want to commit to a report on differentials which reduced salaries.

It was then moved by Councillor Anita Leech and seconded by Councillor Janette Williamson that –

“A report concerning the considerations and requisite steps for the permanent appointment to the position of Head of Paid Service be brought to the Committee by the Director of Change and Organisational Design at a convenient date which would include a full exploration of the role, remuneration and appointment process.”

It was moved as an amendment by Councillor Phil Gilchrist and seconded by Councillor Jeff Green that –

“A report concerning the considerations and requisite steps for the permanent appointment to the position of Head of Paid Service be brought to the Committee by the Director of Change and Organisational Design at a convenient date. The report must include the results of a full exploration of how the differential salaries between a permanent Chief Executive and other Corporate Directors, Deputy Directors and other Directors can be reduced whilst paying full regard to concerns expressed by Members regarding a salary multiplier.”

The amendment was put and lost (5:6 on the Chair’s casting vote).

The motion was put and carried (6:5 on the Chair’s casting vote).

(3) Resolved (6:5 on the Chair’s casting vote) – That a report concerning the considerations and requisite steps for the permanent appointment to the position of Head of Paid Service be brought to the Committee by the Director of Change and Organisational Design at a convenient date which would include a full exploration of the role, remuneration and appointment process.

The Director of Change and Organisational Design then spoke to the fourth recommendation in respect of the vacant post of Corporate Director for Economic and Housing Growth, which Mr Paul Satoor had been acting into since the resignation of the previous postholder in December, 2018.

Responding to Members’ comments, the Director of Change and Organisational Design stated that an appointment would be made on an interim basis subject to further conversations about filling the role on a

permanent basis. This would be an internal recruitment. With regard to a replacement for Mr Paul Satoor's current role as Corporate Director for Business Management it was Mr Paul Satoor's intention to look at the senior management structure. A report would be brought to a meeting in September / October. It was then –

(4) Resolved (9:0) (One abstention) – That a recruitment process be undertaken to recruit on an interim basis to the vacant post of Corporate Director for Economic and Housing Growth.

The Director of Governance and Assurance advised the Committee of the possibility of appointing an appointments panel for this post but if a Panel was not appointed then the appointment could be made by the Committee.

A Panel was not appointed.

This page is intentionally left blank

EMPLOYMENT AND APPOINTMENTS COMMITTEE

Wednesday, 17 July 2019

Present: Councillor AER Jones (Chair)

Councillors P Gilchrist C Jones
JE Green A Leech
P Hackett M McLaughlin
J Johnson

Deputies Councillors T Usher (In place of J Williamson)
A Hodson (In place of L Rennie)

4 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members of the Committee were requested to declare whether they had any disclosable pecuniary interests and/or any other relevant interest in the item on this agenda and, if so, to declare it and state the nature of such interest.

No such declarations were made.

5 EXEMPT INFORMATION - EXCLUSION OF MEMBERS OF THE PUBLIC

On a motion by the Chair, duly seconded, it was -

Resolved - That, under section 100 (A) (4) of the Local Government Act 1972, the public 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 defined by paragraph 1 of Part I of Schedule 12A (as amended) to that Act.

6 APPOINTMENT OF INTERIM DIRECTOR FOR ECONOMIC AND HOUSING GROWTH

The Committee interviewed the one internal candidate for this post.

On a motion by Councillor Jeff Green, seconded by Councillor Andrew Hodson, it was –

Resolved (8:2) – That Alan Evans, currently Assistant Director for Regeneration and Inward Investment, be appointed as the Interim Director for Economic and Housing Growth.

This page is intentionally left blank

EMPLOYMENT AND APPOINTMENTS COMMITTEE

Wednesday, 23 October 2019

Present: Councillor AER Jones (Chair)

Councillors P Gilchrist J Johnson
L Rennie C Jones
M Collins M McLaughlin
JE Green J Williamson
P Hackett

Deputy Councillor T Usher (In place of A Leech)

7 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members of the Committee were requested to declare whether they had any disclosable pecuniary interests and/or any other relevant interest in the item on this agenda and, if so, to declare it and state the nature of such interest.

Councillor Jeff Green declared a personal interest in that prior to his own retirement he used to work for Mr Paul Satoor in his previous employment.

8 EXEMPT INFORMATION - EXCLUSION OF MEMBERS OF THE PUBLIC

On a motion by the Chair, duly seconded, it was -

Resolved - That, under section 100 (A) (4) of the Local Government Act 1972, the public 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 defined by paragraphs 1 and 3 (in that it relates to individual officers and their financial and / or business affairs) of Part I of Schedule 12A (as amended) to that Act.

9 CHIEF EXECUTIVE APPOINTMENT

The Director of Change and Organisational Design, Mrs Nikki Boardman, introduced a report which responded to requests from previous meetings of this committee, held in March and June 2019 (minutes 29 (5/3/19) and 3 (12/6/19) refers) and set out options for the Committee to consider in relation to the recruitment of a permanent Chief Executive. The report also detailed a number of other issues in relation to the post including the requirement for the role itself, the level of remuneration and arrangements for a quarterly appraisal with other political group leaders invited to participate.

The Council had a number of immediate key priorities to address in relation to the ongoing financial challenges, development of the Local Plan and the 'once in a lifetime' plans to regenerate the Borough and grow the economy to improve the lives of Wirral residents. The Council required strong leadership to ensure it was able to meet these challenges and take these opportunities it had to move forward as quickly as possible.

Members expressed support for the role of Chief Executive (Head of Paid Service) to be retained as a dedicated post.

All Members expressed their support for the current Interim Chief Executive, Paul Satoor, to be appointed permanently to the post without the need for an expensive recruitment process, in light of his work in the role over the past four months since his appointment to the interim position. Members had found him to be effective, supportive and approachable in the role with a clear vision for the future of the organisation.

The Director of Governance and Assurance clarified the position in respect of the fees attached to the role of Returning Officer.

In response to a Member's comment, the Committee were assured that this appointment would not set a precedent for future Chief Officer appointments.

The suggestion was also made and agreed that, in view of the less formal nature of this appointment process, Paul Satoor should be invited to address this Committee at a future date outlining his vision for the organisation.

On a motion by the Chair seconded by Councillor Lesley Rennie, it was –

Resolved (unanimously) –

(1) That the role of Chief Executive (and Head of Paid Service) be retained as a dedicated post.

(2) That the remuneration for the post of Chief Executive (and Head of Paid Service):

- (i) be set as a 'spot' salary of £163,216 (and any future pay rises remain subject to the outcome of national pay bargaining arrangements);**
- (ii) as a consequence of which the current salary range for the Chief Executive post of £158k-£178k with automatic incremental progression through the range be discontinued; and**

- (iii) future remuneration for the post of Chief Executive (and Head of Paid Service) is not set as a capped or applied ratio between Chief Executive pay and pay of the lowest paid employees.**
- (3) That this Committee recommends to Council that the Interim Chief Executive Mr Paul Satoor, be appointed to the post of Chief Executive (Head of Paid Service), Returning Officer and Electoral Registration Officer, with immediate effect.**
- (4) That Committee notes the arrangements that have been put in place for the Chief Executive's appraisal.**

This page is intentionally left blank

EMPLOYMENT AND APPOINTMENTS PANEL (ASST DIRECTOR - COMMUNITY SERVICES)

Monday, 21 January 2019

Present: Councillors P Brightmore JE Green
G Davies B Mooney
P Davies L Rennie
P Gilchrist

1 APPOINTMENT OF CHAIR

On a motion by Councillor Phil Davies, seconded by Councillor Bernie Mooney, it was –

Resolved – That Councillor Phil Davies take the Chair of this Panel.

2 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members of the Panel were requested to declare whether they had any disclosable pecuniary interests and/or any other relevant interest in the item on this agenda and, if so, to declare it and state the nature of such interest.

No such declarations were made.

3 EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC

On a motion by the Chair, seconded by Councillor George Davies it was -

Resolved - That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined by paragraph 1 of Part I of Schedule 12A (as amended) to that Act.

4 APPOINTMENT OF ASSISTANT DIRECTOR - COMMUNITY SERVICES

Nicola Boardman, Director for Change and Organisational Design, explained the criteria for the post and Amanda Riley from the recruitment consultants, Penna outlined the qualities which they were looking for from the 34 applications received. Of eight longlisted candidates, three met all the criteria, although for one, appointment would mean a drop in their current salary.

Following considerable discussion of the eight candidates, it was recommended that four be put forward for the next stage on the proviso that

one candidate be informed that there would be no movement on the salary range of £72,000 - £78,000.

Resolved – That candidates 1, 2, 4 and 5 be put forward for the next stage of the selection process, with the proviso as mentioned above.

EMPLOYMENT AND APPOINTMENTS PANEL (ASST DIRECTOR - COMMUNITY SERVICES)

Tuesday, 26 February 2019

Present: Councillor P Davies (Chair)

Councillors	P Brightmore	B Mooney
	P Gilchrist	L Rennie
	JE Green	P Stuart

5 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members of the Panel were requested to declare whether they had any disclosable pecuniary interests and/or any other relevant interest in the item on this agenda and, if so, to declare it and state the nature of such interest.

No such declarations were made.

6 EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC

On a motion by the Chair, seconded by Councillor Bernie Mooney it was -

Resolved - That, under section 100 (A) (4) of the Local Government Act 1972, the public 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 defined by paragraph 1 of Part I of Schedule 12A (as amended) to that Act.

7 APPOINTMENT OF ASSISTANT DIRECTOR - COMMUNITY SERVICES

The Chair welcomed Nikki Boardman, Director of Change & Organisational Design and Jenny Woods, Recruitment & Resourcing Manager to the meeting. Ms Boardman and Ms Woods provided the Panel with an overview of each of the three candidates, and the Panel discussed which of the candidates should be put forward to the next stage of the selection process together with the two already short listed candidates.

On a motion by Cllr Leslie Rennie, seconded by Jeff Green, it was –

Lost (2:5) – that candidate 1 be put forward for the next stage of the selection process.

On a motion by the Chair, seconded by Councillor Bernie Mooney, it was –

Resolved (5:2) – That candidates 1 and 2 be put forward for the next stage of the selection process.

8 DATE OF NEXT MEETING

The next meeting of the Employment and Appointments Panel will take place on 5 March 2019, commencing at 12:00hrs.

EMPLOYMENT AND APPOINTMENTS PANEL (ASST DIRECTOR - COMMUNITY SERVICES)

Tuesday, 5 March 2019

Present: Councillor P Davies (Chair)
Councillors P Brightmore JE Green
P Gilchrist B Mooney

Deputies: Councillors P Stuart (In place of G Davies)
S Williams (In place of L Rennie)

9 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members of the Panel were requested to declare whether they had any disclosable pecuniary interests and/or any other relevant interest in the item on this agenda and, if so, to declare it and state the nature of such interest.

No such declarations were made.

10 EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC

On a motion by the Chair, seconded by Councillor Bernie Mooney it was -

Resolved - That, under section 100 (A) (4) of the Local Government Act 1972, the public 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 defined by paragraph 1 of Part I of Schedule 12A (as amended) to that Act.

11 APPOINTMENT OF ASSISTANT DIRECTOR - COMMUNITY SERVICES

Further to minute 8, 26 February, 2019, the Panel received feedback from the Chief Executive, the Director of Change and Organisational Design and from Amanda Riley of Penna on their one-to-ones with the four candidates. The Panel then received feedback from the three political group representatives, who had also met the candidates that morning, the Panel considered which of the four candidates should be invited to attend for final interview.

On a motion by the Chair, seconded by Councillor Bernie Mooney, it was –

Resolved – That candidates 1 and 2 be invited for final interview this afternoon.

The Panel interviewed the two short listed candidates for the post of Assistant Director – Community Services.

On a motion by Councillor Jeff Green, seconded by Councillor Paul Stuart, it was –

Resolved (unanimously) – That Colin Clayton, currently Wirral Council’s Senior Manager – Environmental Health and Trading Standards, be appointed to the post of Assistant Director – Community Services.

By virtue of paragraph(s) 1, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank