

# SENIOR OFFICER AND APPOINTMENTS STAFFING SUB-COMMITTEE

Tuesday, 13 July 2021

Present: Councillor J Williamson (Chair)

Councillors L Rennie W Clements  
P Gilchrist T Jones  
S Hayes J McManus  
H Cameron Y Nolan

Deputy: Councillors C Cooke (in place of P Cleary)

## 10 WELCOME AND INTRODUCTION

Councillor Janette Williamson welcomed everyone to the meeting.

## 11 APOLOGIES

Councillor Pat Cleary had sent his apologies and Councillor Chris Cooke was deputising for him.

## 12 MEMBER'S CODE OF CONDUCT - DECLARATIONS OF INTEREST

Members of the Sub Committee were asked to declare any disclosable pecuniary and non-pecuniary interests, in connection with any item on the agenda and state the nature of the interest.

No such declarations were made.

## 13 PUBLIC AND MEMBER QUESTIONS

The Chair announced that no questions from either members of the Public or Members had been submitted, nor were there any statements or petitions to receive.

## 14 HEALTH AND SAFETY POLICY

Tony Williams, Assistant Director for Human Resources and Organisational Development, presented a report to the Sub-Committee, which sought approval for the Council's Health and Safety Policy Statement. The report also

provided an update on the work that was being undertaken to identify and manage risks and improve health and safety practice across the Council and the specific work undertaken in response to covid.

The committee questioned how healthy and safe working conditions would be maintained for staff in future buildings. Previously areas such as kitchens and breakout rooms were dedicated spaces for staff welfare. Tony Williams responded that a modern estate was being sought for future council workspaces and these would also be covid safe in order to maintain health and safety in staff welfare spaces. Tony Williams went on to explain the roles and responsibilities with regard to health and safety which would be laid out in all future job descriptions.

On a motion by the Chair, seconded by Councillor Yvonne Nolan, and agreed by assent, it was -

**Resolved – That,**

- a) the Health and Safety Policy Statement, be approved;**
- b) the ongoing work to identify and manage health and safety risks and improve health and safety practice across the Council, be noted.**

15 **EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC**

On a motion by the Chair, seconded by Councillor Yvonne Nolan, and agreed by assent, 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 of Part I of Schedule 12A (as amended) to that Act.**

16 **CHIEF OFFICER STRUCTURE**

The Chief Executive submitted a report which updated the Sub-Committee on the Chief Officer Structure. The report sought approval for some changes to the structure and for the commencement of recruitment to a number of vacant posts.

On a motion by the Chair, seconded by Councillor Yvonne Nolan, and agreed by assent, it was -

**Resolved – That,**

- (1) the proposals set out in the report in relation to the current Chief Officer structure, be agreed, namely:**
  - a) Commence internal and external recruitment to the Assistant Director: Children and Families.**
  - b) Commence internal recruitment to the Assistant Director: Strategic Change.**
  - c) Commence final stage interviews with the Staffing & Senior Appointments Sub-Committee for the two Assistant Director level posts in the Neighbourhoods directorate that are filled on a temporary basis:**  
  
**AD: Highways & Infrastructure**  
**AD: Leisure, Libraries & Customer Engagement**
- (2) the proposed timetable for the above as set out in Appendix Three, be agreed;**
- (3) the proposal to review and finalise requirements and commence recruitment to posts in the Regeneration and Place Directorate in Autumn 2021, be agreed;**
- (4) the deletion of the Assistant Director: Corporate Office post, be agreed;**
- (5) the temporary redesignation of the role of Assistant Director: Modernisation and Support to Assistant Director: Strategy and Partnerships (People Services), be noted.**