

## **WEST LINDSEY DISTRICT COUNCIL**

MINUTES of the Meeting of the Chief Officer Employment Committee held in the Trent Meeting Room - The Guildhall on 19 February 2019 commencing at 2.00 pm.

**Present:** Councillor Jeff Summers (Chairman)  
Councillor Stuart Kinch (Vice-Chairman)

Councillor Mrs Jackie Brockway  
Councillor Michael Devine  
Councillor Mrs Angela Lawrence  
Councillor Giles McNeill  
Councillor Mrs Judy Rainsforth  
Councillor Mrs Anne Welburn

**In Attendance:**  
Alan Robinson Strategic Lead Governance and People/Monitoring Officer  
Emma Redwood People and Organisational Development Manager  
Katie Coughlan Senior Democratic & Civic Officer

**Apologies:** Councillor David Cotton

### **5 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

**RESOLVED** that the Minutes of the Meeting held on 14 May 2018 (following Annual Council) be approved and signed as a correct record.

### **6 MEMBERS' DECLARATIONS OF INTEREST**

All Members present declared personal interest in Agenda Item 4 (a) (Designation of Head of Paid Service Role) as they knew the Officers referred to within the report.

### **7 DESIGNATION OF HEAD OF PAID SERVICE ROLE**

Members gave consideration to a report which sought recommendation to Full Council for changes to the Council's designated Head of Paid Service.

The current Executive Director of Operations/Head of Paid Service had given notice that he would retire on 1 October 2019. The post holder has made his intention clear to the Leader of the Council earlier than the three months' required notice so that the Council had time to consider its options and accommodate this change with the least disruption as possible to the operation of the Council and its services.

The Head of Paid Service was not a post within the Council's structure. It was a statutory role which, in accordance with Section 4 of the Local Government and Housing Act 1989, the Council must designate to one of its officers. One of the main functions of the Head of Paid Services was to be responsible for ensuring that appropriate structures were in place to deliver the services and ambitions of the Council.

Debate ensued and it was stressed that as no formal notice had been given it was not appropriate to consider future structures at this point, however it was appropriate to transfer the statutory position in advance of any retirement to allow a smooth transition.

In light of Members comments it was proposed and seconded that a third recommendation be included, namely, "a meeting of the Chief Officer Employment Committee be convened to review the future senior management structure by July 2019", this would mitigate any risk of the Council being left with a vacancy, which the Committee strongly indicated was not their desire.

It was also stressed that should there be a desire to change the current three Executive Director Model, consultation would need to take place with this Committee, and no such change should happen without the agreement of the Committee.

The rationale for recommendation two was clearly explained by the Monitoring Officer, and Members noted the two positions which would need to be consulted with were actually held by the same Member, it was therefore proposed and seconded that the word Vice be inserted, thereby ensuring at least two elected Members were consulted.

Finally in light of the whole of the senior management structure likely needing to be reviewed following the Executive Director of Operations retirement and in light of the employment terms of the Executive Director of Economic and Commercial Growth, the Committee were of the view that making the statutory appointment on an interim basis would give greater flexibility going forward.

The Committee on a whole were agreeable to the changes put forward and on that basis it was: -

**RESOLVED** that should the Executive Director of Operations agree to relinquish the designation as Head of Paid Service:

- (a) it be **recommended** to Full Council that Ian Knowles the Executive Director of Resources is designated as the Head of Paid Service for West Lindsey District Council on an interim basis;
- (b) the newly designated Head of Paid Service be granted delegated authority to agree a leaving date with the Executive Director of Operations ahead of his intended retirement date of 1 October 2019, should that prove necessary ensuring that post holder is no worse off financially than if he had left the employment of the council on that date within existing budgets, following consultation with the Leader of the Council and Vice- Chair of this Committee; and

- (c) a meeting of the Chief Officer Employment Committee be convened to review the future senior management structure by July 2019.

The meeting concluded at 2.40 pm.

Chairman