

Chief Officer Appointments Panel

Friday 29 September 2017

PRESENT:

Councillor Bowyer, in the Chair.

Councillors Evans, James, Sam Leaves, Smith and Storer (substitute for Councillor Mrs Beer).

Apologies for absence: Councillors Mrs Beer and Mrs Pengelly.

Also in attendance: Carole Burgoyne (Strategic Director for People), Amelia Boulter (Democratic Support Officer), Jane Stephenson (Head of HR Business Services) and Helen Wright (Democratic Support Officer).

The meeting started at 10.00 am and finished at 10.25 am.

Note: At a future meeting, the Panel will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.

1. **Appointment of Chair**

The Panel agreed to appoint Councillor Bowyer as Chair for this particular meeting.

2. **Declarations of Interest**

There were no declarations of interest made by Members in accordance with the code of conduct.

3. **Minutes**

The Panel agreed that the minutes of the meeting held on 28 April 2017 are a correct record.

4. **Chair's Urgent Business**

There were no items of Chair's urgent business.

5. **Exempt Business**

Agreed that under Section 100(4) of the Local Government Act, 1972 to exclude the press and public from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2 and 4 of Part I Schedule 12A of the act, as amended by the Freedom of Information Act 2000.

6. **Market Factor Supplement for the Post of an Assistant Director**

Carole Burgoyne (Strategic Director for People) provided a brief overview of the market factor supplement for the post of an Assistant Director report.

Following discussions, officers were requested to advise the panel at its next meeting concerning a review of the Pay Policy.

The Panel agreed to –

- (1) approve a variation to the market factor supplement for the Assistant Director for Children, Young People and Families totalling £17,010 per annum (including on costs) for duration of 12 months from 1 October 2017; this sum will be subject to income tax and national insurance deductions; this represents an increase of £6,854 per annum on the current arrangement;
- (2) approve the backdating of the variation from 1 April 2017.

7. **Recruitment and Retention**

This item had been withdrawn.