

Agenda

Appointments and Conditions of Service Committee

Date: **Wednesday 24 April 2024**

Time: **10.00 am**

Place: **Council Chamber**

For any further information please contact:

Democratic Services

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0115 901 3844

Appointments and Conditions of Service Committee

Membership

Chair	Councillor John Clarke
Vice-Chair	Councillor Michael Payne
	Councillor Michael Adams
	Councillor Paul Hughes
	Councillor Jenny Hollingsworth
	Councillor Marje Paling
	Councillor Viv McCrossen

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Responsibility of committee:

- 1) To conduct the process of appointment, dismissal or taking disciplinary action in respect of the Chief Executive and Head of Paid Service and make recommendations to full Council in relation to appointment and dismissal.
- 2) Power to suspend the Chief Executive pending an investigation and to appoint an independent investigator to conduct an investigation in relation to allegations concerning the Chief Executive.
- 3) To determine appropriate disciplinary action, short of dismissal, in respect of the Head of Paid Service.
- 4) To appoint Statutory Chief Officers and non-Statutory Chief Officers.
- 5) To dismiss or take disciplinary action in respect of Chief Officers, other than the Head of Paid Service, Monitoring Officer or Chief Financial Officer.
- 6) To conduct the process of dismissal or taking disciplinary action in respect of the Monitoring Officer or Chief Financial Officer. To determine appropriate disciplinary action, short of dismissal, and make recommendations to full Council in relation to dismissal.
- 7) To approve corporate employment policies which form the terms and conditions of Council employees and determine the standard terms and conditions on which employees hold office including procedures for disciplinary action and dismissal.

- 8) To appoint Proper Officers, other than where such appointment is reserved to full Council.
- 9) To designate an Officer as Chief Financial Officer.
- 10) To designate an Officer as Head of Paid Service and to ensure the provision of sufficient staff and other resources.
- 11) To designate an Officer as Monitoring Officer and to ensure the provision of sufficient staff and other resources.
- 12) To provide staff and other resources to a person nominated by the Monitoring Officer.
- 13) To approve any proposals for significant restructuring of the Council's management structure proposed by the Chief Executive.
- 14) To approve any proposals from the Chief Executive for any changes to salary levels (including ranges of salaries) for the Chief Executive and Chief Officers.

AGENDA

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- 1 **Apologies for absence and substitutions**
- 2 **To approve, as a correct record, the minutes of the meeting held on 20 March 2024** 5 - 6
- 3 **Declaration of interests**
- 4 **Any other item which the Chair considers urgent**
- 5 **Exclusion of Press and Public**
To move that under Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting during consideration of the ensuing reports on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972
- 6 **Consultation closure - senior staffing report** 7 - 133
Report of the Chief Executive

MINUTES APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE

Wednesday 20 March 2024

Councillor John Clarke (Chair)

Councillor Michael Adams
Councillor Paul Hughes

Councillor Marje Paling
Councillor Lynda Pearson

Absent: Councillor Michael Payne, Councillor Viv McCrossen,
Councillor Jenny Hollingsworth

Officers in Attendance: D Archer and C McCleary

35 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Payne, V McCrossen and Hollingsworth. Councillor Pearson attended as a substitute for Councillor Hollingsworth.

36 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 5 MARCH 2024

RESOLVED:

That the minutes of the above meeting, having been circulated, be approved as a correct record.

37 DECLARATION OF INTERESTS

None.

38 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT

None.

39 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(a)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing report on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12a of the Local Government Act 1972.

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WORKFORCE STRATEGY- CONSULTATION CLOSURE

Consideration was given to a report of the Head of HR, Performance and Service Planning, which had been circulated in advance of the meeting, informing members of the consultation response received from trade unions and from the Joint Consultative and Safety Committee (20 February 2024) and to seek approval to implement the proposal for the new Workforce Strategy 2023-27.

RESOLVED to:

- 1) Note the consultation comments and recommendations from the Joint Consultative and Safety Committee (JCSC) and trade unions; and
- 2) Approve the implementation of the proposals made to adopt the new Workforce Strategy 2023-27 shown at Appendix 1 to the report, with immediate effect.

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CONSULTATION COMMENCEMENT- ELECTRIC VEHICLE MILEAGE RATES

The Head of HR, Performance and Service Planning presented a report, which had been circulated prior to the meeting, seeking authority to begin consultation with trade unions on the addition of an electric vehicle car allowance rate to the other existing rates for travel already adopted by the Council and the formalisation of the current cycle mileage allowance that had been previously informally applied.

RESOLVED:

To support draft proposals set out at Section 4 of the report and endorse the commencement of the consultation and implementation process.

The meeting finished at 10.20 am

Signed by Chair:
Date:

By virtue of paragraph(s) 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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