

## Appointments & Disciplinary Committee

Meeting of Appointments & Disciplinary Committee held on Wednesday, 12 July 2023 at 2.03pm in Room 1.01 and 1.02 - Bernard Weatherill House, Mint Walk, Croydon CR0 1EA

### MINUTES

**Present:** Mayor Jason Perry (Chair);  
Councillor Lynne Hale (Vice-Chair);  
Councillors Jason Cummings, Stuart King and Callton Young;

**Also Present:** Katherine Kerswell, Chief Executive Officer  
Elaine Jackson, Assistant Chief Executive Officer  
Dean Shoesmith, Chief People's Officer  
Adrian May, Interim Head of Democratic Services  
Michelle Ossei-Gerning, Democratic Services Officer

### PART A

1/23 **Apologies for Absence**

Apologies were received from Councillor Enid Mollyneaux.

2/23 **Disclosure of Interests**

Members confirmed that their entries on the Council's register of interests were up to date and that they had no further disclosures to make.

3/23 **Minutes (Part A - Open) of the Previous Meeting**

The Part A minutes to the meeting held on Friday 9 June 2023 were agreed as an accurate record.

4/23 **Review of Temporary Chief Officer Cover Arrangement: Extension of Fixed Term Contract**

The Appointment and Disciplinary Committee considered the Review of Temporary Deputy Chief Officer Cover Arrangement: Extension of Fixed Term Contract.

The Chief People Officer, Dean Shoesmith, provided an overview of the report which requested for an extension of the fixed term contract for the Interim Corporate Director, Children, Young People and Education.

The Committee heard that the extension was sought due to the pending Ofsted inspection and the continuation of the current fixed term holder will

enable stability of management during the Ofsted process, additionally the informal sounding of the employment of the permanent market.

The Committee was informed that after four years of continuous employment, an employee would require employment permanency, though for this employee, this would not have occurred by August 2024. The cost implications salary for this post was £160,147 for twelve months.

In response to a question raised by the Committee relating to how confident the council was that Ofsted would visit within the next twelve months, the Chief Executive Officer shared that Ofsted often came within a window which was managed and agreed, and the proposed window was January 2024 and March 2024.

Having considered the report,

The Committee **RESOLVED**: To

- 1.1. To agree to extend the current fixed term contract for the Interim Corporate Director, Children, Young People and Education for 12 months from 18 August 2023 to 17 August 2024, until the Ofsted inspection has taken place.
- 1.2. Note that if the extension is agreed, the Committee's decision will be subject to the usual notification requirements in paragraph 3.3 of Part 4J (Staff Employment Procedure Rules) in the Constitution.

5/23

### **Review of Temporary Chief Officer Cover Arrangement (Extension of Fixed Term Contract) and Increase in Salary/Grade for Director of Culture & Community Safety**

The Appointment and Disciplinary Committee considered the Review of Temporary Deputy Chief Officer Cover Arrangement (Extension of Fixed Term Contract) and Increase in Salary/Grade for Director of Culture and Community Safety.

The Chief People Officer, Dean Shoesmith, provided an overview of the report which requested for a permanent increase in salary and grade for the Director of Culture & Community Safety, following a job evaluation through the Hay evaluation process, and further requested for an extension of the fixed term contract for the Interim Director of Culture and Community Safety to allow for the permanent recruitment to take place.

In response to questions raised by the Committee relating to the re-evaluation to all posts effected and reassessed, the Chief People's Officer informed that there was a re-enlightenment for all posts effected to ensure positions were more manageable, and thus the reorganisation of the roles were required. Further, should a role take on more responsibilities within a

wider remit, the Greater London Provisional London Scheme was applied. Hay evaluation process was used for more senior roles.

Having considered the report,

The Committee **RESOLVED**: To

- 1.1. Agree an increase of the salary grade of the Director of Culture & Community Safety from Grade 1 salary range £101,778 - £105,820 to Grade 2 salary range £112,195 - £116,648.
- 1.2. Agree an implementation date of 2 May 2023 for the grade increase at 1.1.
- 1.3. Agree to extend the current temporary cover arrangement for the Interim Director of Culture & Community Safety for 4 months from 8 August 2023 to 7 December 2023 to allow for permanent recruitment to take place.
- 1.4. Note that if the extension is agreed, the Committee's decision will be subject to the usual notification requirements in paragraph 3.3 of Part 4J (Staff Employment Procedure Rules) in the Constitution.

6/23

### **Appointment to the post of Director of Policy, Programmes & Performance**

The Appointment and Disciplinary Committee considered the Appointment to the post of Director of Policy, Programmes and Performance report.

The Chief Executive Officer, Dean, provided an overview of the report which sought for the Committee's approval to agree the salary package and undertake the shortlist to the post of Director of Policy, Programmes and Performance. It was noted that the salary was a reflection on the market conditions.

Having considered the report and the applications to be submitted for the role,

The Committee **RESOLVED**: To

- 1.1. Agree the salary package for the post of Director of Policy, Programmes & Performance £101,778-£105,820 plus a market supplement of £5,180 allowing a maximum salary of up to £111,000 per annum.
- 1.2. Undertake the selection for and agree a short-list for final panel interview for the post of Director of Policy, Programmes &

Performance from the candidate(s) detailed in the Exempt/Part B appendices attached to this report.

- 1.3. Note that any appointment will be subject to the appointment notification process set out in section 3.3 of part 4J of the Council's Constitution (Staff Employment Procedure Rules).

7/23

### **Exclusion of Press and Public**

The following motion was proposed by Councillor Mayor Perry, seconded by Councillor Young and agreed by the Committee to exclude the press and public for the remainder of the meeting.

"That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information falling within paragraphs 1, 2 and 5 as indicated in Part 1 of Schedule 12A of the Local Government Act 1972, as amended".

### **[PUBLIC VERSION OF PART B MINUTES]**

8/23

### **Minutes (Part B - Exempt) of the Previous Meeting**

The Part B minutes to the meeting held on Friday 9 June 2023 were agreed as an accurate record.

9/23

### **Urgent Business**

There were no items of urgent business.

10/23

### **Appointment to the post of Director of Policy, Programmes & Performance**

*Please note that a full confidential minute has also been produced for this item, although the resolutions agreed by the Committee are set out in the public minute above.*

The meeting ended at 14:23