



## **Employment Committee**

**Minutes of the Meeting Held on 12 July 2023 at  
3.30pm in the Council Chamber, County Hall**

**Present:**

Cllr Kay Mason Billig (Chairman)  
Cllr Andrew Jamieson (Vice-Chairman)

Cllr Bill Borrett  
Cllr Stuart Dark

Cllr Steve Morpew

**Substitutes present:**

Cllr Brian Watkins for Cllr Saul Penfold

**Also Present:**

Kat Hulatt  
Tom McCabe

Director of Legal Services and Monitoring Officer  
Chief Executive

**1. Apologies for Absence**

- 1.1 Apologies were received from Cllr Saul Penfold (Cllr Brian Watkins substituting). Cllr Carl Smith was also absent.

**2. Minutes**

- 2.1 The minutes of the meeting held on 31 May 2023 were agreed as an accurate record and signed by the Chairman.

**3. Declarations of Interest**

- 3.1 No interests were declared.

**4 Urgent Business**

- 4.1 None

**5 Senior Structure**

- 5.1.1 The Committee received the report setting out plans for appointing a new Executive Director – Community and Environmental Services and requesting approval of changes to the corporate senior structure

5.1.2 The Chief Executive introduced the report to the Committee:

- This report included three recommendations
- Firstly, there was a recommendation proposing that Legal and Democratic and Regulatory Services report into the Chief Executive. The reason for the change in this reporting route was because these two services were responsible for assisting the legal and effective running of the organisation and were part of the core team.
- It was also proposed to move the Growth and Investment Service to Strategy and Transformation. There would be capacity in this team caused by Legal and Democratic and Regulatory Services moving to report into the Chief Executive. Growth and Investment Services was key to the wider work of the council and external facing liaison with the business community.
- The Committee were also being asked to put in place a process to seek a permanent Executive Director of Community and Environmental Services.
- Future changes may be made to the senior structure; if so then reports would be either brought to the Employment Committee or taken under delegated powers, as appropriate.

5.2 The following points were discussed and noted:

- A Committee Member noted their support for the recommendation, particularly the movement of Growth and Investment Services to Strategy and Transformation, which he believed seemed like a more natural fit which would allow better access to Government funding streams.
- A Committee Member **requested** that it was made clear in the structure chart where the Head of Paid Service would sit. The Chief Executive confirmed that the Head of Paid Service would be incorporated into the Chief Executive role.
- Officers were asked what changes there would be under section 10A of the constitution and which officer appointments would be reserved to Council and which would be made under Member appointment. The Monitoring Officer **agreed** to make clear this information in section 10A of the constitution.
- A Committee Member noted that the recommended changes would support the Chief Executive to carry out his role.
- The Chair noted that paragraph 3.1 of the report showed there was an intention to meet the cost of the proposals in the overall staff budget so there was no further cost to the council. Power had been handed over to the new Chief Executive and it was positive that he had made these changes which would assist Councillors in their roles as Members and in the smooth running of the Council.

5.3 The Committee

1. **NOTED** plans for appointing a permanent Executive Director – Community and Environmental Services and agreed to set up an appointment panel to facilitate this.
2. **AGREED** that with effect from Monday 7 August 2023 the Governance (Legal Services) and Democratic and Regulatory Service will directly report to the Chief Executive.
3. **AGREED** that with effect from Monday 4 September 2023 the Growth and Investment Service will report to the Executive Director – Strategy and Transformation

## **6 Exclusion of the Public**

- 6.1 The Committee agreed to exclude the public for the discussion of Exempt minutes of the meeting of 31 May 2023 on the grounds that they contained exempt information as defined by paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972 due to containing personal data which outweighed the public interest in disclosure.

## **7 Exempt minutes of the meeting of 31 May 2023**

- 7.1 The Committee agreed the exempt minutes of the meeting held on the 31 May 2023.

**The meeting concluded at 15:44**

**Chair**