

CHIEF OFFICERS APPOINTMENTS PANEL

MEETING, 12TH FEBRUARY, 2008

Present – Councillors Morris (Chairman) R. Allen , Hayes, Mrs Thomas and J. Walsh .

Also in attendance

Mr. S. Harriss	-	Chief Executive
Mr . J. Rutherford	-	Director of Adults Services
Mr. D. Winstanley	-	Assistant Chief Executive
Ms. C. Hyams	-	Head of Organisational Development
Mr. A. Jennings	-	Democratic Services Manager

Councillor Morris in the Chair .

8. MINUTES

The minutes of the proceedings of the meeting held on 2nd July,2007 were submitted and signed as a correct record.

9. URGENT BUSINESS

The Chairman informed the meeting of an urgent item of business concerning the realignment of the Adult Services Management Team which he had agreed to be placed on the agenda as a matter of urgency .

Resolved – That the matter be considered as an item of urgent business at this meeting .

10. PERFORMANCE APPRAISAL OF CHIEF OFFICERS

The Head of Organisational Development submitted a report that updated the Appointments Panel on the performance appraisal process for Chief Officers and explained how the next stage would be taken forward.

The Chief Officer Process had been agreed by the Panel at its meeting on 2nd July, 2007 following the successful implementation of the pilot and the performance appraisal process was to be rolled out to the remainder of Chief Officers in three cohorts.

The interview process would involve the Executive Member(s) and an opposition spokesperson for each Chief Officer. However, this had presented difficulties in some areas, particularly those Corporate Assistant Directors where the Leader was the Executive Member with the two group leaders involvement. This had not only presented issues in terms of time, but also the appropriateness of group leaders involvement as they were less close to the work of those Assistant Directors.

Consequently, it was considered appropriate to vary the approach and the level of involvement of Elected Members owing to the different nature of the work.

The following was therefore suggested, whereby the process would be either;

- the Executive members and opposition spokespersons being involved in the appraisal interview, setting objectives and appraisal against objectives at the end of the year ; or
- the process was delivered by the Director, with the Director seeking appropriate member and partner feedback before the interview. The Director and/or The chief officer would share the objectives with Members after the interview.

To ensure appropriate monitoring an update report would be provided at Executive Member meetings.

It was considered that the process had worked well for Directors and that this should continue along the lines detailed in the report.

Resolved – (i) That Directors continue the Chief Officer appraisal process as detailed in the report and that there is varied involvement of elected members in the appraisal of Assistant Directors as now detailed.

(ii) That the next cohorts be undertaken and completed, subject to the minor changes now discussed.

11. EXCLUSION OF PRESS AND PUBLIC

Resolved - That, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as specified in paragraphs 1 (information relating to any individual) of Part 1 of Schedule 12A to the Act; and that it be deemed that, in all the circumstances of the case, the public interest in their exemption outweighs the public interest in their disclosure.

12. CHIEF EXECUTIVE APPRAISAL AND WORK PROGRAMME

The Chief Executive submitted a report that updated the appointments panel on progress made in the delivery of the Chief Executive's appraisal objectives and work programme.

The appraisal document used the agreed leadership competency framework as a basic structure, with some additional factors relevant to the unique circumstances of the Chief Executive.

Following agreement of the initial appraisal in the summer, the Chief Executive had reviewed the key objectives and produced a more detailed work programme.

A mid term commentary had now been developed against each of the objective areas, the details of which were contained in

Appendices 1 and 2.

Resolved – That the progress made be noted.

13. RETENTION PAYMENTS – URGENT ACTION

The Chief Executive submitted a report that detailed the use of the emergency powers procedure, in consultation with members of the Panel, to agree a retention scheme for the Directors of Development and Regeneration and Adult Services.

Resolved – That the use of the emergency powers procedure be noted.

14. REALIGNMENT OF ADULT SERVICES MANAGEMENT TEAM

Further to Minute 9 of this meeting the Director of Adult Services submitted a report that set out proposals for the realignment of the Adult Services Department ,including the retirement of an Assistant Director, and the change of name of the Department to the Adult and Community Services Department.

The Director reminded members that, as the Department had been operational for two years, this was a good time to review the function and fitness of Adult Services and specifically whether the Chief Officer portfolios were suited to a future of commissioning, personalisation and a focus on social inclusion.

It was felt that Adult Services could no longer solely operate as a "Social Services" department for adults and ,although social care would continue to be the largest consumer of resources, the shift to a whole population focus, a recognition of all adults as citizens , the need to work towards "narrowing the gap" and building safer, stronger and healthier communities, needed to be reflected within the management structures.

In order to ensure that Adult Services delivered this new agenda, it was proposed that the Chief Officer Management structure be altered as follows;

- Director of Adult & Community Services
- Assistant Director Social Care
- Assistant Director Culture & Community Services
- Assistant Director Strategy & Commissioning
- Assistant Director/Head of Community Safety

It was proposed to amalgamate the two Chief Officer posts within social care as this would better serve social care by delivering a consistent managerial approach to procuring and providing services across all ages.

The outcome of this proposal would be the deletion of one Chief Officer post – Assistant Director Older Adults/Director of Health & Social Care Integration which would result in the early retirement of the current postholder.

It was also proposed that the Adult Services name be changed to Adult and Community Services, which better reflected the wider agenda and the portfolio of responsibilities.

Resolved – That the realignment and consequential retirement proposals relating to the Adult Services Management Team, as now detailed, be approved and that the Department's name be changed to Adult and Community Services.