

## PERSONNEL COMMITTEE

6.00 P.M.

18TH SEPTEMBER 2018

**PRESENT:-** Councillors Ronnie Kershaw (Chairman), Margaret Pattison (Vice-Chairman), Eileen Blamire, Claire Cozler, Caroline Jackson, Susan Sykes and Phillippa Williamson

Officers in attendance:-

Dave Rigby	Interim HR Manager
Stephen Metcalfe	Principal Democratic Support Officer

### 33 MINUTES

The minutes of the meeting held on 30<sup>th</sup> August 2018 were signed by the Chairman as a correct record.

### 34 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 35 ITEMS OF URGENT BUSINESS AUTHORISED BY THE CHAIRMAN

The Chairman advised that he had agreed to an item of urgent business. This was an exempt item regarding the City Council's Executive Structure and would be considered as an exempt item later in the meeting. (Minute 40 refers.)

### 36 APPOINTMENT OF S151 OFFICER

The Interim HR Manager presented a report that enabled recommendation to Council to designate an officer to be Section 151 Officer with effect from 15<sup>th</sup> October 2018.

Members were advised that, as the Council's previous Section 151 Officer had recently left the Council and the Deputy Section 151 Officer left the Council on 14<sup>th</sup> October 2018, an interim manager had been appointed to commence employment as the Interim Head of Finance on 2<sup>nd</sup> October 2018.

It was proposed that Daniel Bates be designated as the Section 151 Officer for the period from 15<sup>th</sup> October 2018 to 28<sup>th</sup> February 2019 and that Council be requested to approve this designation.

It was moved by Councillor Margaret Pattison and seconded by Councillor Phillippa Williamson: -

"That the recommendations, as set out in the report, be approved.

The proposition was clearly carried.

***Resolved: -***

(1) That it be recommended to Council that the newly appointed interim Head of

Financial Services, Daniel Bates, be designated as the Council's Section 151 Officer with effect from 15<sup>th</sup> October 2018, for the purposes of Section 151 of the Local Government Act 1972.

- (2) That the net cost of the interim appointment (£38K) be met from the Budget Support Reserve.

### 37 PAY POLICY STATEMENT

The Interim HR Manager presented a report that enabled the Committee to recommend the revised Pay Policy Statement for 2018 – 2019 for approval by Council, as required by the Localism Act 2011.

The draft revised Pay Policy Statement had been prepared in accordance with the requirements of the Localism Act 2011, and having regard to the guidance issued by the Department for Communities and Local Government (DCLG) under Section 40 of the Act.

During the course of the year, if the authority made any determination relating to the remuneration or any other terms and conditions of a Chief Officer, it must comply with its Pay Policy Statement.

It was recommended that the revised Pay Policy Statement be effective from 1<sup>st</sup> January 2019, when it was expected newly appointed Directors would be in post.

It was moved by Councillor Claire Cozler and seconded by Councillor Susan Sykes: -

“That the recommendations, as set out in the report, be approved.

The proposition was clearly carried.

**Resolved: -**

That Personnel Committee recommends for approval by Council and publication the revised Pay Policy Statement for 2018 – 2019, to take effect from 1<sup>st</sup> January 2019.

### 38 INTERIM MANAGERS

The Interim HR Manager provided an oral update regarding Interim Managers. Members were informed that the contract of Interim Head of Legal and Democratic Services and Monitoring Officer had been extended until December 2018. Interviews for the City Council's Monitoring Officer would be held on 20<sup>th</sup> September 2018 and that an Interim Regeneration Manager had been appointed for a period of up to 6 months.

### 39 EXCLUSION OF THE PRESS AND PUBLIC

**Resolved: -**

That, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it could involve the possible disclosure of exempt information as defined in paragraph 2 of Schedule 12A of that Act.

**40 EXECUTIVE TEAM RECRUITMENT (Page 4)**

In accordance with Part 4, Section 7, Urgent Business Procedure Rules and S100 (B) (4) of the Local Government Act 1972, the Committee considered an oral report from the Interim HR Manager, which sought the views of the Committee with regard to Executive Team Recruitment. The reason for the urgency was that a decision could not be deferred to the next meeting of the Committee.

Details of this minute are recorded in a minute exempt from publication under Paragraph 2 of Part 1 of Schedule 12A of the Local Government Act 1972.

***Resolved: -***

- (1) That details of the decision of the Committee are recorded in a minute exempt from publication under Paragraph 2 of Part 1 of Schedule 12A of the Local Government Act 1972.

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Chairman

(The meeting ended at 7.35 p.m.)

**Any queries regarding these Minutes, please contact  
Stephen Metcalfe, Democratic Services - telephone 01524 582073, or e-mail  
sjmetcalfe@lancaster.gov.uk**

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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