

PERSONNEL COMMITTEE

6.10 P.M.

3RD JUNE 2020

PRESENT:- Councillors Oliver Robinson (Chair), Phillip Black, June Greenwell, Janice Hanson, Caroline Jackson, Cary Matthews and David Whitworth

Officers in attendance:-

Daniel Bates	Director of Corporate Services
Jayne Cordley-Williams	Head of Human Resources
Luke Gorst	Head of Legal Services and Monitoring Officer
Debbie Chambers	Democratic Services Manager and Deputy Monitoring Officer
Stephen Metcalfe	Principal Democratic Support Officer

1 APPOINTMENT OF VICE-CHAIR

The meeting adjourned at 6.10pm and re-convened at 6.20pm to allow all Members to connect to the virtual meeting.

The Chair requested nominations for the position of Vice-Chair.

It was proposed by Councillor Oliver Robinson and seconded by Councillor Caroline Jackson:-

“That Councillor Phillip Black be appointed Vice-Chair of the Personnel Committee for the municipal year 2020/21.”

There being no further nominations, the proposition was declared carried.

Resolved:

That Councillor Phillip Black be appointed Vice-Chair of the Personnel Committee for the municipal year 2020/21.

2 MINUTES

It was proposed, seconded and agreed that the minutes of the meeting held on 12th March 2020 be agreed as a correct record.

It was noted that the minutes would be signed by the Chair when the minute book was available.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 ITEMS OF URGENT BUSINESS AUTHORISED BY THE CHAIR

There were no items of urgent business.

5 BEREAVEMENT AND PROBATION POLICIES - UPDATES

The Chair advised the Committee that this item had been withdrawn in order for consultation to be undertaken with the trade unions.

6 URGENT BUSINESS DECISION TAKEN BETWEEN MEETINGS

The Monitoring Officer submitted a report that advised of a decision taken by the Chief Executive in consultation with the Chair of the Personnel Committee.

The urgent decision had been taken on 6th May 2020, which was now being reported to the Committee at the earliest opportunity, as required by the Council's Constitution.

Resolved:

That the urgent business decision in respect of the following be noted:

That the Interim Director of Corporate Services, Mr Dan Bates, be given the delegated powers of the permanent post of Director of Corporate Services, as set out in the Council's Constitution, until such time as a permanent appointment is made and the appointee commences work for the Council.

The decision was taken by the Chief Executive, in consultation with the Chair of Personnel Committee. This is in accordance with the rules and procedures set out in the Council's Constitution.

7 EXCLUSION OF THE PRESS AND PUBLIC

It was moved by Councillor Phillip Black, seconded by Councillor Caroline Jackson and resolved as follows.

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 items of business on the grounds that they could involve the possible disclosure of exempt information as defined in paragraphs 1 and 3 of Schedule 12A of that Act.

8 VOLUNTARY REDUNDANCY PAYMENT (Pages 5 - 6)

The meeting adjourned at 6.30pm and re-convened at 6.35pm to allow all Members to connect to the exempt part of the virtual meeting.

The Head of HR submitted a report that enabled the Committee to consider and ratify the terms of a Redundancy Agreement.

It was proposed by Councillor Oliver Robinson and seconded by Councillor Phillip Black:-

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

Upon being put to the vote, Members voted in favour of the proposition.

Resolved:

The details of the decision are recorded in a minute exempt from publication under Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972.

9 RECRUITMENT WORKING GROUP

The Chair of the Committee provided an update report on the arrangements for the recruitment of the Corporate Services Director. The report sought endorsement of the proposed arrangements and approval of the appointment of a recruitment advisor.

It was proposed by Councillor Oliver Robinson and seconded by Councillor Cary Matthews:-

- “(1) That the proposed arrangements for the recruitment of the Corporate Services Director, as set out in paragraph 2 of the report, be approved.
- (2) That the revised job description for the role, as appended to the report, be approved.
- (3) That Penna be selected as the recruitment advisor to assist and advise in relation to the recruitment process.”

Upon being put to the vote, Members voted in favour of the proposition.

Resolved:

- (1) That the proposed arrangements for the recruitment of the Corporate Services Director, as set out in paragraph 2 of the report, be approved.
- (2) That the revised job description for the role, as appended to the report, be approved.
- (3) That Penna be selected as the recruitment advisor to assist and advise in relation to the recruitment process.

Chair

(The meeting ended at 7.00 p.m.)

**Any queries regarding these Minutes, please contact
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