

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

APPOINTMENTS COMMITTEE

Minutes of the meeting of the Appointments Committee held at the County Borough Council Offices, The Pavilions, Clydach Vale (Block F) on Tuesday, 7th November, 2017 at 11.30 a.m.

County Borough Councillors

S. Pickering (Substitute), J. Rosser (Substitute), M. Weaver, (Mrs) M. Webber and C. J. Willis

Officers in Attendance

Mr C. Bradshaw – Chief Executive
Mr T. Wilkins – Director, Human Resources

1 APOLOGY

An apology of absence was received from County Borough Councillor M. Forey and A. Morgan

2 DECLARATIONS OF INTEREST

There were no declarations of personal interests in matters pertaining to the agenda.

3 MINUTES

RESOLVED to approve as a correct record the minutes of the meeting of the Appointments Committee held on 8th December 2016.

4 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that the press and public be excluded from the meeting under Section 100A(4) of the Local Government Act 1972 (as amended) for the next item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 12 of Part 4 of Schedule 12A of the Act namely, information relating to a particular individual. Transparency in the conduct of Local Authority business is desirable, however, personal data relating to the conduct and capabilities of individuals will be discussed and considered, consequently, it is considered that the public interest in maintaining the exemptions outweighs the public interest in disclosing information.

5 JOINT REPORT OF THE CHIEF EXECUTIVE AND DIRECTOR OF HUMAN RESOURCES CONTAINING EXEMPT INFORMATION

The joint report which advised of the recent Senior Management restructure agreed by Cabinet on 19th September and 26th October 2017 was outlined to Committee and as a consequence, it was requested to consider the recommendations outlined in the report regarding appointments to posts emanating from the changes.

The Committee was then informed Mr. Tony Wilkins, the Director of Human Resources had formally announced his retirement in autumn 2017. Following a review of the current chief officer structure within Human Resources it was determined by the Chief Executive that the post of Head of Human Resources (Head of Service – Level 1) be deleted to contribute towards the reduction in management costs. Mr Richard Evans was considered a potential successor to Mr Wilkins in light of his experience, knowledge and qualifications.

It was at this point that Councillor Weaver stated that whilst she welcomed the opportunity to interview the internal candidates for the respective roles being considered by the Committee, she would have welcomed the opportunity to interview external candidates. The Director of Human Resources advised the Committee that the Council's management of change policy required that consideration be given in the first instance to suitably qualified internal candidates.

In addition, the Director of Human Resources outlined the financial benefits to the Council of the process being adopted and the fact that if the Committee considered that either candidate was not suitable for the respective post, the roles would then be advertised externally.

In view of this, the Committee was recommended to interview Mr Evans for the role of Director of Human Resources at today's meeting and if deemed suitable, Mr Evan's appointment to the role would be recommended to Council effective from the day after the retirement of Mr Wilkins.

(Note: Members wished to place on record, their thanks to Mr Wilkins for his long service and for the professional advice he had provided to both Members and Officers over the years).

In accordance with the change management process, the Committee **RESOLVED** to invite Mr Richard Evans to be interviewed for the role of Director of Human Resources. Following the formal interview Mr Evans left the meeting to allow Members to deliberate on whether he was deemed suitable for the role.

Committee was also informed that Mrs Esther Thomas had formally announced her retirement in summer 2018. In terms of deleted posts the role of Service Director – Access, Engagement & Inclusion (Service Director Level 2) is currently occupied by Mrs Gaynor Davies who was considered a potential successor in view of her experience, knowledge, qualifications and the length of time she has worked within Education

and Inclusion Services at a senior level. Committee was recommended to formally interview Mrs Gaynor Davies for the role of Director – Education & Inclusion (Director Level 2) at the meeting and if considered suitable, Mrs Davies's appointment to the role would be recommended to Council effective from the day after the retirement of Mrs Esther Thomas.

(Note: Members wished to place on record, their thanks to Mrs Thomas for her long service and commitment to the role of Director of Education & Lifelong Learning for many years).

In accordance with the change management process, the Committee **RESOLVED** to invite Mrs Gaynor Davies to be interviewed for the role of Director of Education & Inclusion. Following the formal interview Mrs Davies left the meeting to allow Members to deliberate her suitability for the role.

Following consideration of all the recommended proposals outlined in the joint report, it was **FURTHER RESOLVED** –

- (1) To note that:
 - (a) between Autumn 2017 and Summer 2018, that the revised directorate structures shown at Appendices 2(i.a), 2(i.b), 2(ii), 2 (iii), 2(iv.a) and 2(iv.b) to the report will be implemented. Implementation of these revised structures will provide an overall estimated reduction in annual management costs at the Senior and Associated Management grade levels of £760,270 (inclusive of on-costs);
 - (b) emanating from the revised directorate structures outlined in 2.1.1, Cabinet authorised the amendment of the following posts :
 - i) the amendment of the post of Head of Secondary Achievement (Soulbury grade) from 1 FTE to 0.5 FTE;
 - ii) the amendment of the post title of Principal Officer – Educational Psychology (Soulbury grade) to Head of Educational Psychology (Soulbury grade);
 - iii) the amendment of the post title of Principal Officer – Learning Support (Soulbury grade) to Head of Learning Support (Soulbury grade);
 - iv) the amendment of the post of Head of Community Services from Soulbury Grade to Head of Service Level 1;
 - v) the amendment of the post of Head of Engagement & Participation from Head of Service Level 2 to Head of Service Level 1;
 - vi) the amendment of the post of Director of Regeneration & Planning from Director Level 2 to Director Level 1;

- vii) the amendment of the post of Director of Human Resources (Director Level 1) from 0.6 FTE to 1 FTE;
 - viii) the amendment of the post of Head of Organisational Development from Head of Service Level 2 to Head of Service Level 1;
 - ix) the amendment of the post of Temporary Head of Procurement and Energy Management (Head of Service Level 1) to Head of Procurement and Energy Management (Head of Service Level 1) (0.6 FTE); and
 - x) the amendment of the post of Temporary Head of Audit & Procurement Development Programmes (Head of Service Level 2) to Head of Audit & Procurement Development Programmes (Head of Service Level 2).
- (c) emanating from the revised directorate structures outlined in 2.1.1, Cabinet authorised the creation of the following posts:
- i) the creation of the post of Director – Education & Inclusion Services (Director Level 2);
 - ii) the creation of the post of Head of School Advisory Support (Soulbury grade);
 - iii) the creation of the post of Head of Inclusion Services (Soulbury grade);
 - iv) the creation of the post of Director of Public Health, Protection & Community Services (Director Level 2);
 - v) the creation of the post of Head of Regeneration & Prosperity (Head of Service Level 1);
 - vi) the creation of the post of Head of Employee Relations (Head of Service Level 2);
 - vii) the creation of the post of Head of Payroll & Pensions Services (Head of Service Level 1);
 - viii) the creation of the post of Head of Revenues & Payments (Head of Service Level 2); and
 - ix) the creation of the post of Head of Strategic Investment Projects (Head of Service Level 2).
- (d) it was agreed to transfer certain functions outlined in the report from Education & Lifelong Learning to Public Health & Protection and rename the revised service area to Public Health, Protection & Community Services (which sits within the Children's & Community Services directorate); and
- (e) it was agreed to transfer certain functions outlined in the report from Public Health & Protection to Regeneration & Planning (which sits within the Chief Executive directorate).
- (2) In accordance with the Council's change management process to formally recommend to Full Council that Mr Paul Mee be appointed to

the post of Director of Public Health & Community Services (Director Level 2), effective from 1st December 2017;

- (3) In accordance with the Council's change management process to formally recommend to Full Council that Mrs Jane Cook be appointed to the post of Director of Regeneration & Planning (Director Level 1) effective from 1st December 2017;
- (4) In accordance with the Council's change management process to formally recommend to Full Council that Mr Richard Evans be appointed to the role of Director of Human Resources (Director – Level 1) effective from the day after the retirement of Mr Tony Wilkins (the current post holder);
- (5) In accordance with the Council's change management process to formally recommend to Full Council that Mrs Gaynor Davies be appointed to the role of Director – Education & Inclusion (Director – Level 2) effective from the day after retirement of Mrs Esther Thomas (the current post holder);
- (6) To delete (at the appropriate time as outlined in the report) the following posts from the Council's structure:
 - I. Director – Education & Lifelong Learning (Group Director Level);
 - II. Service Director – Schools & Community (Service Director Level 1);
 - III. Service Director – Access, Engagement & Inclusion (Service Director Level 2);
 - IV. Head of Primary Achievement (Soulbury Grade);
 - V. Head of Access & Inclusion Services (Soulbury Grade);
 - VI. Service Director – Public Health & Protection (Service Director – Level 1);
 - VII. Head of Communities & prosperity (Head of Service – Level 2);
 - VIII. Head of Community Housing (Head of Service – Level 2);
 - IX. Head of Human Resources (Head of Service – Level 1);
 - X. Head of Payroll, Pensions & Payments (Head of Service – Level 1);
 - XI. Service Director – Operational Finance (Service Director – Level 2); and
 - XII. Head of Business Support & Elections (Head of Service – Level 2).
- (7) To note that consequential changes will be required to the Council's Constitution as a result of implementation of the above initiatives which will need Full Council's approval

**C. J. WILLIS
CHAIRMAN**

Mae'r cofnodion hyn yn amodol ar gymeradwyaeth yng nghyfarfod priodol nesaf y Pwyllgor.
These Minutes are subject to approval at the next appropriate meeting of the Committee,

The meeting terminated at 1.15p.m.