

# Minutes

Employment Committee  
Wednesday, 29 July 2020



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL

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## Committee members present

Councillor Kelham Cooke  
Councillor Barry Dobson  
Councillor Anna Kelly  
Councillor Annie Mason (Vice-Chairman)

Councillor Jacky Smith (Chairman)  
Councillor Adam Stokes  
Councillor Paul Wood

## Officers

Chief Executive (Karen Braford)  
Strategic Director, Growth (Paul Thomas)  
Head of Organisational Development  
(Elaine Pepper)  
Director of Law and Governance (Shahin  
Ismail)  
Head of Finance (Alison Hall-Wright)  
Electoral Services Team Leader – taking  
minutes (Julie Edwards)  
Virtual meeting support officers

## Other Members

Councillor Rosemary Trollope-Bellew

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## Order of Agenda Items

As both agenda items 4 and 5 were exempt, the Chairman confirmed her intention to move the work programme, listed at agenda item 6, to be considered after agenda item 3.

The Chairman also advised there were no items to raise as matters of urgent business.

### 44. Register of attendance, membership and apologies for absence

Following a register of attendance, it was confirmed that all Members were present at the meeting.

### 45. Disclosure of interests

No interests were disclosed.

**46. Minutes of the meeting held on 18 February 2020**

A Member queried if the minutes of the previous meeting included the correct meeting date as a meeting had been scheduled to be held on 18 March 2020. It was confirmed that the date of the last meeting was recorded correctly as 18 February 2020. The scheduled meeting of 18 March 2020 had been cancelled due to Covid-19.

The minutes of the meeting held on 18 February 2020 were agreed as a correct record.

**47. Work programme**

The Chairman introduced the work programme and advised Members that due to the temporary suspension of the meetings earlier in the year, there had been amendments to the Committee's work programme. The Chairman invited comments from Members on the updated work programme.

The Leader of the Council confirmed that the work programme included a number of items discussed at the last meeting but expressed disappointment that there were also a number of items that did not include the date when they would be put to the Committee. The Leader asked the Chief Executive to provide an update on when these items would be put to the Committee.

The Chief Executive confirmed that a framework was now in place in relation to Members' training and this was being reviewed before being presented to the Committee. The Leadership Performance and Director targets were linked to an emerging Corporate Plan and Members were assured that formal appraisals would be in place within the next six months.

**Action Point:**

- **Work programme to be updated to include dates for consideration of Leadership Performance and Member Development plans.**

A Member asked if the Corporate Restructure would be included on the work programme as it would be returning to a future meeting of the Committee. It was confirmed that, subject to approval, this would be added to the work programme.

**Action Point:**

- **Work programme to be updated to include the Corporate Restructure in September.**

A Member asked a question regarding the Gender Pay Gap item which was listed to be reported to the Committee in March 2021. It was confirmed that this was an annual report and as the March 2020 meeting had been cancelled due to Covid-19, this item would need to be included on the agenda for the next meeting.

**Action Point:**

- **Gender Pay Gap to be included on the agenda for the September meeting of the Committee.**

A Member asked when the results of the staff survey would be reported back to the Committee. The Chief Executive advised that several staff surveys had been undertaken recently in relation to wellbeing. She confirmed that details from the staff survey and wellbeing surveys would be presented to the next meeting of the Committee.

**Action Point:**

- **A report covering the results of the staff survey and the wellbeing survey to be included on the agenda for the September meeting.**

**Exclusion of the Press and Public**

It was proposed, seconded and **AGREED:**

To exclude the press and public from the meeting during the discussion of the following items of business due to the likelihood that information that is exempt under paragraphs 1 and 2 of Schedule 12A of the Local Government Act 1972 (as amended) because they relate to individuals and it was likely that the identity of those individuals would be disclosed.

*The Committee entered closed session with effect from 14.17.*

**48. Interim staffing arrangements**

The Strategic Director, Growth presented the exempt report on the appointment of an Interim Assistant Director of Housing. Members considered the report and were given the opportunity to ask questions.

An exempt minute which was not for publication, records the debate that took place on this item of business.

It was proposed, seconded and **AGREED:**

- (1) That the Employment Committee notes the current postholder would be leaving the organisation at the end of July 2020.
- (2) That the Employment Committee confirms the appointment of Chris Stratford to the position of Interim Assistant Director – Housing, with effect from 3 August 2020 until such time as the Council Restructure process has been concluded and a permanent appointment made.

**49. Corporate Restructure**

The Chief Executive presented the exempt report on the proposed Corporate Restructure.

Members were given the opportunity to ask questions and discuss the proposals. The Chief Executive responded to the questions raised.

An exempt minute which was not for publication, records the debate that took place on this item of business.

Following an in-depth review of the proposals it was proposed, seconded and **AGREED:**

- (1) That the Employment Committee approves, for consultation, the proposed Corporate Restructure of the Council as set out in the exempt report and the structural diagram attached as Appendix 2.
- (2) Recommends to Council that the statutory functions of the Interim Section 151 Officer and the Interim Deputy Section 151 Officer are extended until 1 March 2021.
- (3) That the amendments as outlined to the salary scales are approved for consultation, as detailed in the report.
- (4) Notes that a further report will be presented to the Employment Committee in September 2020 with the feedback and findings of the consultation and will consider any further proposed amendments to the Corporate Restructure.

**50. Close of meeting**

The meeting closed at 15.33.