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The Chair and Members of Joint  
Cabinet and Employment & General  
Committee

4 January 2021

Dear Councillor,

Please attend a meeting of the JOINT CABINET AND EMPLOYMENT & GENERAL COMMITTEE to be held on TUESDAY, 12 JANUARY 2021 at 10.00 am, the agenda for which is set out below.

This meeting will be held virtually via Microsoft Teams software, for which members of the Cabinet and others in attendance will receive an invitation. Members of the public will be able to access the meeting online by following the link [here](#).

AGENDA

Part 1(Public Information)

1. Declaration of Members' and Officers' Interests relating to items on the Agenda
2. Apologies for Absence
3. Minutes (Pages 3 - 6)
4. Exclusion of Public

To move "That under Regulation 21(1)(b) of the Local Authorities (Executive Arrangements)(Access to Information) (England) Regulations 2000, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt

information as defined in the following Paragraphs 3 and 4 of Part 1 of Schedule 12A to the Local Government Act 1972.”

Part 2 (Non Public Information)

5. Operational Arrangements for the Enterprise Centres (Pages 7 - 58)
6. Procurement - Future Arrangements (Pages 59 - 84)

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Randy', written in a cursive style.

Local Government and Regulatory Law Manager and Monitoring Officer

## **JOINT CABINET AND EMPLOYMENT & GENERAL COMMITTEE**

**Tuesday, 20th October, 2020**

Present:-

Councillor P Gilby (Chair)

Councillors	Blank	Councillors	Brittain
	Davenport		Holmes
	Ludlow		J Innes
	Serjeant		T Murphy
	Simmons		K Falconer
	Mannion-Brunt		D Collins
	Sarvent		

\*Matters dealt with under the Delegation Scheme

56 **DECLARATION OF MEMBERS' AND OFFICERS' INTERESTS  
RELATING TO ITEMS ON THE AGENDA**

Huw Bowen, Chief Executive, declared a pecuniary interest in agenda item 5 and left the meeting for this item.

57 **APOLOGIES FOR ABSENCE**

No apologies for absence were received.

58 **MINUTES**

**RESOLVED –**

That the Minutes of the meeting of the Joint Cabinet and Employment and General Committee of 8 September, 2020 be approved as a correct record and signed by the Chair.

59 **EXCLUSION OF PUBLIC**

**RESOLVED –**

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items of business on

the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Act.

60 **PROPOSALS FOR THE RESTRUCTURE OF THE CORPORATE MANAGEMENT TEAM**

The Executive Directors submitted a report seeking approval for the proposed restructure of the Corporate Management Team.

The report outlined that it had been over four years since the corporate management team had been reviewed at Director and Assistant Director level. This time period covered two Council Plans and significant change across the organisation, therefore, it was timely to review current arrangements.

The review sought to put in place new corporate leadership arrangements to deliver the objectives set out in the Council Plan and help ensure that the Council would be fit for the future. The current and proposed structures were attached to the officer's report at Appendix A and B. The updated job descriptions for the proposed roles were attached at Appendix C.

The report set out the steps taken to decide the post gradings and salary benchmarking for the proposed structure. As in previous management restructures, the Local Government Association was commissioned to carry out a salary benchmarking exercise, based on the new proposals. The implications for consideration and the risks of not restructuring the Corporate Management Team were identified.

**\*RESOLVED –**

1. That the proposed new substantive tier 3 structure, as set out in Appendix B of the officer's report, be approved and the Chief Executive and Executive Directors be authorised to implement the new structure in line with the Councils HR policies and procedures.
2. That the establishment of an Interim Transformation Director post to support the transformation of services from the current substantive structure to the new structure be approved and that this post be filled by the current post holder of the role of Interim Assistant Director of Commercial Services.

3. That it be noted that the revisions to the service portfolios will require further restructuring at the tiers below. This stage will form part of an associated Organisational Development Programme, which will enable implementation to be regularly monitored and reviewed. A further report will be brought to a future Joint Cabinet and Employment and General Committee to seek approval for this approach and any associated resource requirements, if required.
4. That the recommendations from the Local Government Association review of the banding and remuneration for the new Service Director posts, and the recommended remuneration levels for the Chief Executive and the Executive Director roles be noted and accepted.
5. That it be approved that:
  - the remuneration for the new Service Director posts be set on a spot point, as set out in paragraph 9.9 of the officer's report;
  - there will be no change to the Executive Director remuneration; and
  - the remuneration for the Chief Executive post be set on a spot point, as set out in paragraph 9.9 of the officer's report.
6. That it be noted that the current Chief Executive, through his response to the consultation process, has confirmed to the Council his resolve to not accept the increase in remuneration that has been recommended by the LGA at this time.
7. That the position of the current Chief Executive at this time be accepted.
8. That it be noted that, in approving the proposed structure and interim ongoing management arrangements, savings of £12,800 will be made up to 31 March 2021; with an annual budget saving of £33,000 from April 2021.
9. That the savings arising from the proposed changes be used to support implementation of the above proposals and the consequential changes that will be required to roles at the tiers below as the new service portfolios are developed be approved.

10. That an internal recruitment process for the role of Service Director – Corporate be approved.
11. That an external recruitment process for the role of Service Director – Finance be approved.
12. That the Employment and General Committee establish a politically balanced Appointments Panel including (by co-option) appropriate Cabinet or non-Cabinet members to make appointments to the roles of Service Director - Corporate (internal) and Service Director – Finance (external).

## **REASON FOR DECISIONS**

To achieve the aim of establishing a new Corporate Leadership Team that ensures the delivery of the Council Plan vision and objectives and the day to day services of the council in a safe, legal and financially sustainable manner.

# Agenda Item 5

By virtue of paragraph(s) 3, 4 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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