

## **Senior Management Contracts Working Party**

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held at Ryedale House, Malton  
Thursday 2 August 2007

### **Present**

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Councillors Wainwright (in the Chair), Mrs Burr, Clark, Cottam, Mrs Cowling, Keal, Knaggs, Mrs Shields and Ms Warriner

### **In Attendance**

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Mrs L Carter, J L Patten, Miss L Sandall and Miss J Waggott

### **Minutes**

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#### **SMC.59 Apology for Absence**

An apology for absence was received from Councillor Mrs Arnold.

#### **SMC.60 Minutes**

The minutes of the last meeting of the Working Party held on 1 May 2007 were presented (previously circulated).

#### **Resolved**

That the minutes of a meeting of the Working Party held on 1 May 2007 be approved and signed by the Chairman as a correct record.

#### **SMC.61 Exempt Information**

#### **Resolved**

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following items as there will be a likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Act as the information relates to any individual.

#### **SMC.62 Senior Management and Local Government Review**

The Chief Executive circulated a report the purpose of which was to consider the changes necessary in the Corporate Management Team to create one Council for Ryedale. The aim of this review is to achieve an efficient, policy led, financially disciplined and customer focused organisation which was equipped to deliver an organisation for the future and incorporate enhanced two tier working.

Members were reminded that at its meeting held on 3 October 2006, the Working Party had agreed that the Management Team should consist of a Chief Executive and two Directors, one of which would have the necessary professional qualifications to undertake the role of Section 151 Officer as defined by the Local Government Act.

**Resolved**

That the Policy & Resources Committee be recommended to endorse:

- (a) That the Corporate Management Team comprises two Corporate Directors reporting to the Chief Executive. That one of the Corporate Directors has the necessary professional financial qualifications to undertake the role of Section 151 Officer as defined by the Local Government Act. That the posts of Director of Policy and Director of Operations be deleted from the staff establishment and that two new posts of Corporate Director (Section 151 Officer) and Corporate Director be created
- (b) That the process and timetable for the recruitment and selection of the Corporate Management Team and the use of external consultants for this process as outlined in the report be approved
- (c) That the generic Job Description for the position of Corporate Director as included in the report be approved
- (d) That the current Interim Section 151 Officer continues in employment for up to 3 months after the successful appointee takes up post, to ensure an effective handover
- (e) That the Appointment Panel be comprised of the Group Leaders, with named substitutes, and the Staff Champion
- (f) That the post of Project Manager for the Capital Programme be market tested and filled.

**SMC.63 Secondments**

The Chief Executive reported that the Council did not currently have a secondment policy in place. It was suggested that the development of a policy be progressed with the involvement of the Working Party.

**Resolved**

That the Policy & Resources Committee be recommended to endorse the

development of a Secondment Policy to be progressed in consultation with the Working Party.

**SMC.64 Urgent Business**

The Chairman reported that there was one item which he considered should be dealt with at the meeting as a matter of urgency by virtue of Section 100B(4)(b) of the Local Government Act 1972.

**SMC.65 Post No. ELC100 - Electoral Services & Local Land Charges Manager**

The Chief Executive reported that the holder of the above post was currently on long-term sick leave. In the circumstances authority was sought to fill the post on a temporary basis.

**Resolved**

That the Policy & Resources Committee be recommended to approve the filling of post no ELC100 on a temporary basis.