

## **CHIEF OFFICERS PANEL**

**18 September 2017 at 6pm  
Minutes**

**Present:** Councillors Bell (chair), Johnson and G Stafford

**Also Present:** Andrew Scully (HR Business Partner), Ian O'Donnell (Executive Director, Corporate Resources) and Linda Zimmerman (Committee Services)

**1. Apologies for absence**

There were none.

**2. Urgent Matters**

There were none.

**3. Matters to be considered in private**

Item 5 contained information that is exempt from disclosure by virtue of paragraph 1 of part 1 of Schedule 12A of the Local Government Act 1972, and was taken in private.

**4. Declarations of Interest**

There were none.

**5. Minutes of the Meeting held on 24 July 2017**

**Resolved:**

That the minutes of the Chief Officer Panel held on 24 July 2017 be agreed and signed as a true and correct record.

**6. Terms and Conditions of Service for Deputy Chief Officers and Chief Officer:  
Assistant Director of Human Resources and Organisational  
Development/Director of Human Resources and Organisational Development**

**Resolved**

That the Chief Officers Panel:

- i) agrees to amend the Assistant Director of Human Resources and Organisational Development terms and conditions of service in relation to the pay grade from CB2 to CB1 with effect from 1<sup>st</sup> July 2017.
- ii) agrees to amend the Assistant Director of Human Resources and Organisational Development post title to Director of Human Resources and Organisational Development with effect from 1<sup>st</sup> July 2017.
- iii) authorises the Executive Director Corporate Resources to finalise the pay points of the Director of Human Resources and Organisational Development to be effective from 1<sup>st</sup> July 2017.

**Reason for Decision and Options Considered**

The Assistant Director of Human Resources and Organisational Development terms and conditions of service were reviewed in 2012 when it was evaluated under Hay at pay grade CB3 (£78,210 to £82,488 at 2<sup>nd</sup> April 2012.). It was further reviewed and evaluated in 2015 under Hay at pay grade CB2 (£84,714 to 89,601 at 1<sup>st</sup> May 2015)

Following the redundancy of the Director of Business Services on 30<sup>th</sup> April 2017, the deletion of the role of Director of Business Services and the consequent financial savings arising from the deletion of this role from 1<sup>st</sup> May 2017 onwards the Executive Director of Corporate Resources has undertaken a review of roles and responsibilities with his senior management team to consider the changing priorities including Future Ealing transformation and will be implementing an updated management structure (see Appendix A of the report).

The Assistant Director of Human Resources and Organisational Development role profile has been updated (see Appendix B of the report) to incorporate responsibilities for leadership on culture change in the organisation and driving forward initiatives and outcomes for the borough as well as the Corporate Health & Safety function. The Corporate Health & Safety function sits comfortably with the Human Resources and Organisational Development function. There are synergies with occupational health, which already sits under Human Resources and Organisational Development. The amended role has now been evaluated at Hay pay grade CB1 (£92,472 to £112,020 at April 2017). Posts in the Human Resources and Organisational Development department of the Council are evaluated externally and independently and this has taken place for the revised role profile

The evaluation of this role is in line with other CB1 roles across the council - Director of Finance (Deputy Section 151 Officer), Director Adult Services, Director of Children's Services, West London Alliance Director, Director of Legal and Democratic Services, Director of Regeneration and Planning, Director of Safer Communities. As a result of the deletion of the Director of Business Services post there is no change in the number of Director level posts as a result of these proposals.

The evaluation of this role has also been bench-marked with other similar roles using the London Council's Chief Officer Pay Survey 2016 as shown in the report:

The Chief Officer Panel has the delegated authority to make the decision to amend the terms and conditions of the post in order to implement the recommended new grade. Decisions on proposed remuneration packages of £100,000 and above can be determined by Chief Officer Panel, in accordance with its terms of reference, and it will refer such decisions to Full Council if it sees fit.

Councillor Bell  
Chair

The meeting finished at 6:25pm