

# Agenda

## Chief Officer Terms and Conditions Committee

**Thursday, 28 July 2022 at 1.30 pm**  
**At Committee Room 1 - Sandwell Council House, Oldbury**

**This agenda gives notice of items to be considered in private as required by Regulations 5 (4) and (5) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.**

**1 Apologies for Absence**

**2 Declarations of Interest**

Members to declare any interests in matters to be discussed at the meeting.

**3 Minutes**

7 - 10

To confirm the minutes of the meeting held on 21 October 2021 as a correct record.

**4 Additional Items of Business**

To determine whether there are any additional items of business to be considered as a matter of urgency.

**5 Exclusion of the Public and Press**

That the public and press be excluded from the



rest of the meeting. This is to avoid the possible disclosure of exempt information under Schedule 12A to the Local Government Act, 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, relating to the financial and business affairs of any person, including the authority holding that information.

6. **Arrangements for the Appointment of a Chief Executive** 11 - 16  
3  
To consider the arrangements for the appointment of a Chief Executive.

**Kim Bromley-Derry CBE DL**  
**Managing Director Commissioner**

Sandwell Council House

Freeth Street

Oldbury

West Midlands

**Distribution**

Councillor Carmichael (Chair)

Councillors Piper, Ahmed, Dunn, Hartwell, Moore and Padda

Contact: [democratic\\_services@sandwell.gov.uk](mailto:democratic_services@sandwell.gov.uk)

## Information about meetings in Sandwell



If you are attending the meeting and require assistance to access the venue, please contact Democratic Services ([democratic\\_services@sandwell.gov.uk](mailto:democratic_services@sandwell.gov.uk)).



If the fire alarm sounds, please follow the instructions of the officers present and leave the building by the nearest exit.



Only people invited to speak at a meeting may do so. Everyone at the meeting is expected to be respectful and listen to the discussion.



Agendas with reports with exempt information should be treated as private and confidential. It is your responsibility to ensure that any such reports are kept secure. After the meeting confidential papers should be disposed of in a secure way.



This meeting may be recorded and broadcast on the Internet. If this is the case, it will be confirmed at the meeting and further information will be provided.



You are allowed to use devices for the purposes of recording or reporting during the public session of the meeting. When using your devices they must not disrupt the meeting – please ensure they are set to silent.



Members who cannot attend the meeting should submit apologies by contacting Democratic Services ([democratic\\_services@sandwell.gov.uk](mailto:democratic_services@sandwell.gov.uk))



All agenda, reports, minutes for Sandwell Council's meetings, councillor details and more are available from our [website](#)

This page is intentionally left blank

## Minutes of Chief Officer Terms and Conditions Committee

**Thursday 21 October 2021 at 10.00 am  
in the Council Chamber at Sandwell Council House, Oldbury**

**Present:** Councillor R Singh (Chair);  
Councillors Crompton, L Giles, Hartwell, I Padda and Simms.

**Also present:** Neil Cox (Director – Business Strategy and Change) and  
Suky Suthi-Nagra (Democratic Services Manager).

### **21/21 Apologies for Absence**

No apologies for absence were received.

### **22/21 Declarations of Interest**

There were no declarations of interest made.

### **XX/21 Minutes**

**Resolved** that the minutes of the meetings held on 23, 24, 25, 30 March, 1 April, 16 and 21 July, 5 and 26 August and 22 September 2021 be confirmed as a correct record.



**23/21**

### **Urgent Business**

There were no urgent items to consider.

**24/21**

### **Exclusion of the Public and Press**

**Resolved** that the public and press be excluded from the rest of the meeting to avoid the possible disclosure of exempt information under Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006, relating to any individual.

**25/21**

### **Arrangements for the Appointment of an Interim Director of Human Resources**

Consideration was given to proposals to extend the current interim arrangements for the post of Director of Human Resources.

In August 2019, West Midlands Employers had been approached to secure the services of an interim human resources professional to undertake a review of the HR policies and procedures at the Council, in light of a review that was being undertaken by the Local Government Association, as well as various historical cases involving employees. An Interim Director HR had subsequently been recruited for an initial period of 12 weeks with the option to extend for a period of up to a year should the demands of the role require it.

Subsequent extensions to the role had been approved in accordance with Chief Officer Scheme of Delegations, in order to address a number of significant human resources and employee relations matters including the departure of two senior members of staff from HR, the senior leadership restructure and the organisation's response to COVID 19. The current contract was due to expire on 31 October 2021.

Pending the recruitment of a Head of Human Resources, which had been advertised in September, it was decided that contact would be made to secure the services of an external recruitment consultancy to undertake executive search activity as only one suitable candidate had been identified at this stage.



The final appointment to this role was a matter for Chief Officer Terms and Conditions Sub Committee. It was anticipated that it may take up to 4 months to fill the vacancy if it was an external appointment and the successful candidate had to give 3 months' notice.

It was therefore proposed to extend the post of Interim Director – HR for a further 6 months.

The Committee, in considering the proposals, raised a number of issues and concerns as follows:-

- why it had taken so long to bring a report to Committee on the extension when the current contract was due to expire in 10 days' time;
- what measures had been taken to appoint to the vacant Head of HR post;
- why an acting up arrangement was not deemed suitable in the interim;
- the cost of the current position if an extension was approved.

Whilst the Committee was minded to approve the recommendation, members asked that:-

- consideration be given to changing the criteria for appointing a Head of HR to enable a wider pool of suitable candidates to apply;
- the extension of the Interim Director HR be considered for a period of up to six months only and for the post holder to consider working reduced hours to minimise the cost to the Council;
- the extension commence from 21 October 2021;
- the Chair of the Committee be kept updated on the latest position so as to reassure the Committee that the matter has been resolved as quickly as possible;
- the previous extension reports undertaken using officer delegations, be submitted to the Chair.

**Resolved:-**

- (1) that Sue Stanhope be appointed to the role of Interim Director of Human Resources for a further period of up to six months, with effect from 21 October 2021, with the option of working reduced hours;

- (2) that the Director Business Strategy and Change:
- considers changing the criteria for appointing a Head of HR to enable a wider pool of suitable candidates to apply;
  - updates the Chair of the Committee on the latest recruitment position so as to reassure the Committee that the matter is being resolved as quickly as possible;
  - provides copies of the previous extension reports approved via the use of chief officer delegations for the interim HR arrangements to the Chair of the Committee.

Meeting ended at 10.59 am

Contact: [democratic\\_services@sandwell.gov.uk](mailto:democratic_services@sandwell.gov.uk)

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

Document is Restricted

This page is intentionally left blank