

# Agenda

## Chief Officers Terms and Conditions Committee

**Monday, 29 January 2024 at 8.30 am**  
**in Committee Room 2 - Sandwell Council House, Oldbury**

**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 19 December 2023 as a correct record.

**4 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 any individual and likely to identify an individual.

**5. Arrangements for the Appointment of Executive Director Finance and Transformation** 11 - 20



To consider candidates to appoint to the role of Executive Director Finance and Transformation.

6. **Arrangements for the Appointment of Executive Director People** 21 - 30

To consider candidates to appoint to the role of Executive Director People.

**Shokat Lal**

**Chief Executive**

Sandwell Council House

Freeth Street

Oldbury

West Midlands

**Distribution**

Councillor Carmichael (Chair)

Councillors E M Giles, Hartwell, Khatun, Padda, Piper and Trumpeter

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## Minutes of Chief Officer Terms and Conditions Committee

**19 December 2023 at 10.00am**  
**in Committee Room One at Sandwell Council House, Oldbury**

**Present:** Councillor Carmichael (Chair);  
Councillors E Giles, Hartwell, Khatun, Padda and Piper.

**Officers:** Victoria Lee (Assistant Director HR & OD) and Suky Suthi-Nagra (Democratic & Member Services Manager).

**22/23 Apologies for absence**

Apologies for absence were received from Councillor Trumpeter.

**23/23 Declarations of Interest**

No declarations of interest were made.

**24/23 Urgent Items**

There were no additional items of business to consider as a matter of urgency.



25/23 **Minutes**

**Resolved** that the minutes of the meeting held on 11 October 2023 be approved as a correct record.

26/23 **Executive Director – spinal column points**

On 24 October 2023, Council approved the recommendations of the Chief Officers Terms and Conditions Committee to restructure the Leadership Team and appoint to three new positions of Executive Director of People; Executive Director of Place; and Executive Director of Finance and Transformation.

The salary range for the executive roles had been determined and advertised at £125,000 to £135,000 per annum. The Committee was asked to establish an incremental structure to this pay band, to facilitate fair and transparent pay progression following initial appointment.

**Resolved** that the incremental points for the posts of Executive Director (for of People, Place and Finance and Transformation) be approved as follows:-

- (1) First Scale Point at £125,000;
- (2) Second Scale Point at £130,000 and;
- (3) Third Scale Point at £135,000

27/23 **Exclusion of the Public**

**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, likely to identify an individual or the business and financial affairs of any particular person (including the authority holding the information).



28/23

## **Chief Executive Performance Objectives 2023-2024**

At its meeting on 7 November 2022, the Chief Officers Terms and Conditions Committee approved a Framework for the review of Chief Executive performance.

In accordance with the Framework, it was necessary for the Committee to meet to confirm performance objectives and monitoring measures for the medium term and current year, as proposed by the Leader of the Council following discussion with the Chief Executive.

The Committee, in agreeing the performance objectives and monitoring measures for the Chief Executive, also felt that a 360 degree appraisal with staff feedback and other Chief Executives performing within the West Midlands would be useful to gauge performance.

**Resolved** that the performance objectives and monitoring measures for the Chief Executive for the current 2023-2024 municipal year be approved.

29/23

## **Appointment to alternative positions**

Following an expression of interest, the Committee considered one candidate for the position of Service Director for IT and Transformation.

Having considered the candidate, the Committee resolved to unanimously appoint Alice Davey to the position of Service Director for IT and Transformation.

**Resolved** that Alice Davey be appointment to the position of Service Director for IT and Transformation to Alice Davey.

Meeting ended at 10.59am

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