

MAIDSTONE BOROUGH COUNCIL
EMPLOYMENT AND DEVELOPMENT PANEL

MINUTES OF THE MEETING HELD ON
WEDNESDAY 21 JULY 2010

Present: **Councillor Lusty (Chairman), and
Councillors Daley, FitzGerald, Garland, Greer,
J.A. Wilson and Mrs Wilson**

1. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Robertson.

2. NOTIFICATION OF SUBSTITUTE MEMBERS

There were no Substitute Members.

3. NOTIFICATION OF VISITING MEMBERS

There were no Visiting Members.

4. ELECTION OF CHAIRMAN

RESOLVED: That Councillor Lusty be elected Chairman for the municipal year 2010-11.

5. ELECTION OF VICE CHAIRMAN

RESOLVED: That Councillor Mrs Wilson be elected Vice Chairman for the municipal year 2010-11.

6. DISCLOSURES BY MEMBERS AND OFFICERS

The Head of Human Resources declared a personal interest on behalf of all staff present with regard to agenda item 12 – Local Government Scheme Regulations 1997 Amendment to Employer Discretions.

Councillor Daley declared a personal interest with regard to agenda item 12 – Local Government Scheme Regulations 1997 Amendment to Employer Discretions as he is Vice Chairman of the Superannuation Committee.

7. DISCLOSURES OF LOBBYING

There were no disclosures of Lobbying.

8. EXEMPT ITEMS

RESOLVED: That the Items on Part II of the Agenda be taken in private as proposed.

9. MINUTES

RESOLVED: That the Minutes of the Meetings held on 30 July 2009, 15 and 22 February 2010 and 29 March 2010 be approved as a correct record and signed.

10. ORAL BRIEFING OF THE HEAD OF HUMAN RESOURCES - WORK OF THE PANEL

The Head of Human Resources went through the Terms of Reference for the Panel, explaining the Panel's responsibilities and the current process followed.

Members discussed the current appraisal and mid-year appraisal process. Members felt the current process did not need amending. However, it was mentioned that members of the Panel should be given notice of when the mid-year appraisal of the Chief Executive was to take place so that they had an opportunity to pass their thoughts to the Leader and the Chairman of the Panel.

RESOLVED: That the current appraisal and mid-year appraisal process continue, ensuring that all Members of the Panel have an opportunity to input into the mid-year appraisal of the Chief Executive.

11. OBJECTIVES OF THE CHIEF EXECUTIVE AND DIRECTORS

The Chief Executive outlined to the Panel the context and content about moving from the old management team to the new management team, as well as a synopsis of what she has done in the first 6 weeks of her appointment.

The Chief Executive mentioned that the draft proposed objectives for June 2010-March 2011 had been put together using the tasks set during the recruitment process as a base point.

The Panel considered the proposed objectives and made the following comments:-

- To include building in resilience within the objectives
- The words "and delivering services to the public" to be added after "new ways of working" in the Measurement box for Objective 1.
- Objective 5 to be expanded to include the LGA and participation as well as attendance

The Panel considered the proposed objectives for the 2 Directors and had no comments to make.

The Panel considered the development plan for the Chief Executive and had no amendments. However, the Panel stressed to the Chief Executive that the last item on the development plan was crucial to ensure that there was a good work/life balance and that the Panel were fully supportive of this.

There was some discussion regarding an improved "two-way" conversation in relation to the Chief Executive's development/targets. The Head of Human Resources agreed to report back to the Committee on the options available.

RESOLVED:

1. That the proposed objectives for the Chief Executive for June 2010 to March 2011 be approved, subject to the following amendments:-
 - To include building in resilience within the objectives
 - The words "and delivering services to the public" to be added after "new ways of working" in the Measurement box for Objective 1.
 - Objective 5 to be expanded to include the LGA and participation as well as attendance
2. That the proposed objectives for the 2 Directors be approved.
3. That the Head of Human Resources report back to the Panel regarding various options to improve "two-way" conversation.

12. **LOCAL GOVERNMENT SCHEME REGULATIONS 1997 AMENDMENT TO EMPLOYER DISCRETIONS**

The Panel considered the report of the Head of Human Resources regarding amendments to the Maidstone Borough Council Policy relating to the Employer Discretions within the Local Government Pension Scheme.

RESOLVED: That the amended policy on Employer Discretions as set out at Appendix A of the report of the Head of Human Resources be agreed.

13. **EXCLUSION OF THE PUBLIC FROM THE MEETING**

RESOLVED: That the public be excluded from the meeting for the following items of business because of the likely disclosure of exempt information for the reason specified, having applied the public interest test:-

**Head of Schedule 12A
And Brief Description**

Minutes (Part II) of the Meetings held on
15 and 22 February 2010

1 = Individual

14. MINUTES (PART II)

RESOLVED: That the Minutes (Part II) of the Meetings held on 15 and 22 February 2010 be approved as a correct record and signed.

15. DURATION OF MEETING

3.00 p.m. to 4.58 p.m.