



Please reply to:

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Date: 25 February 2020

Notice of meeting

Appointments Committee

Date: Wednesday, 4 March 2020

Time: 10.00 am

Place: Goddard Room, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

The members of the Committee
I.T.E. Harvey (Chairman)
S.A. Dunn
J.T.F. Doran
O. Rybinski
S. Buttar

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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AGENDA

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1. Apologies

To receive any apologies for non-attendance.

2. Minutes

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To confirm the minutes of the meeting held on 25 February 2020 as a correct record.

3. Disclosures of Interest

To receive any disclosures of interest from members of the Committee in accordance with the Council's Code of Conduct for members.

4. Suspension of Standing Order 5 - Duration of meeting

To agree suspension of Standing Order 5, duration of meeting, to allow the meeting to continue until the completion of all business.

5. Exempt Business

To move the exclusion of the Press/Public for the following item, in view of the likely disclosure of exempt information within the meaning of Paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985 and by the Local Government (Access to information) (Variation) Order 2006.

6. Exempt Item - Recruitment of Group Head of Corporate Governance

(Exempt Paragraph 1 - Information relating to any individual and on the basis that disclosure would not be in the public interest because it would contain personal data submitted with an expectation of confidence and disclosure is not in accordance with the Data Protection Act 1998.)

To interview the shortlist candidates for the position of Group Head of Corporate Governance.

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Minutes of Appointments Committee

25 February 2020

Present:

Councillor I.T.E. Harvey (Chairman)
Councillor S. Buttar
Councillor J.T.F. Doran
Councillor S.A. Dunn
Councillor I.T.E. Harvey
Councillor O. Rybinski

Others in attendance:

Ben Cox and Charley McCarthy, Penna Plc

39/20 Appointment of Chairman

It was proposed, seconded and **Resolved** to appoint Councillor I.T.E. Harvey as Chairman of the Appointments Committee, for the duration of its consideration of the recruitment of the Group Head of Corporate Governance.

40/20 Disclosures of Interest

There were none.

41/20 Exempt Business

Resolved to move the exclusion of the Press and Public for the following items in view of the likely disclosure of exempt information within the meaning of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985 and by the Local Government (Access to information) (Variation) Order 2006.

42/20 Exempt Item - Recruitment of Group Head of Corporate Governance

(Paragraph 1 – Information relating to any individual)

The Committee met with the consultants, Penna Plc and considered the longlist of candidates for the position of Group Head of Corporate Governance.

Resolved to shortlist the 3 candidates, as recommended in the consultant's report, to be invited to interview for the position of Group Head of Corporate Governance on 4 March 2020.

43/20 Exempt Item - Market supplement for the post of Chief Executive

(Paragraph 1 – Information relating to any individual)

The Committee considered the report of the Human Resources Managers on proposals for a market supplement for the post of Chief Executive. The Human Resources Manager explained that a recent benchmarking exercise of the other Chief Executive posts within Surrey had highlighted that Spelthorne's Chief Executive post is the second lowest paid out of the 11 boroughs and districts within Surrey.

The Human Resources Manager advised that Spelthorne has in place a Market Supplement Scheme which is payable for up to 3 years. The scheme stipulates that a minimum of 3 comparators, usually within Surrey, are considered and there needs to be evidence that salaries are significantly below market rate for the role. The supplement is calculated with reference to the average of the salary range in the comparator sample and maximum of the Spelthorne grade. She confirmed that the Chief Executive post met the criteria for a Market Supplement to be considered.

Resolved to agree a market supplement at the level recommended, for the post of Chief Executive, to be backdated to 1 September 2019 and to be payable for a 3 year period, until 31 August 2022, subject to uplift by future staff pay awards and an annual review by the Leader.

Reason for decision

To assist with retention as benchmarking within Surrey has highlighted that Spelthorne's Chief Executive post is the second lowest paid within Surrey.