

South Northamptonshire Council

Council

2 October 2019

Amendment to the Appointments and Personnel Committee

Report of Executive Director: Resources

This report is public

Purpose of report

To consider amendments to the membership, terms of reference and title of the Council's Appointments and Personnel Committee.

1.0 Recommendations

The meeting is recommended to agree that:

- 1.1 The Appointments and Personnel Committee be retitled as the Organisational Development and Personnel Committee.
- 1.2 The committee's terms of reference are added to so that it is able to consider organisational or staffing matters arising in the period leading up to the unitary government vesting day; and so that it is able to consider the impact of any local government reorganisation proposals, or shared service proposals, on the Council's current organisational and staffing arrangements.
- 1.3 The Organisational Development and Personnel Committee is not subject to the political balance requirements and comprises eight elected members (six Conservative, one Liberal Democrat and one Independent) of which at least two elected members are not Cabinet Members.
- 1.4 Authority be delegated to the Monitoring Officer to amend the Constitution accordingly.

2.0 Introduction

- 2.1 The Council's governance arrangements include a Joint Arrangements Steering Group (JASG) that since 2011 has overseen the development and implementation of the joint arrangements for Cherwell District and South Northamptonshire councils. As JASG is a steering group rather than a committee it did not need to conform to political balance rules and so allowed wider group representation.

- 2.2 During 2019 its focus has been on the service separation programme. The proposals for the final service to be separated were considered by JASG on 15 July.
- 2.3 For the time being, JASG will remain and deal with any further separation issues that may arise, and its future will be considered at the 2020 Annual Council meeting.
- 2.4 The Council's governance arrangements also include an Appointments and Personnel Committee which is responsible for determining the terms and conditions on which staff are employed, considering and finalising new and amended personnel policies for recommendation to Council, the promotion of good industrial relations and equal opportunities for all employees.

Terms of Reference

- 2.5 The Appointments and Personnel Committee's terms of reference allow it to consider any issues that arise from separation, but it is proposed that they are added to so that the committee is able to consider organisational or staffing matters arising in the period leading up to the unitary government vesting day, such as any joint arrangements that may be put in place; and so that it is able to consider the impact of any local government reorganisation proposals on the Council's current organisational and staffing arrangements.
- 2.6 The proposed additions are:
- To consider any interim or temporary joint staffing and organisational arrangements proposed with any other councils or agencies in the period leading up to the creation of unitary government for Northamptonshire.
 - To consider the impact on the Council of any staffing or organisational proposals arising from the local government reorganisation programme.
- 2.7 A training and development programme will be developed and implemented, including recruitment and interviewing skills, to ensure that the committee is able to fulfil its terms of reference.

Title and Membership of the Committee

- 2.8 It is proposed that the title of the Appointments and Personnel Committee is changed to the Organisational Development and Personnel Committee, to reflect its wider remit.
- 2.9 It is also proposed that the committee is not subject to the political balance requirements and comprises eight elected members (six Conservative, one Liberal Democrat and one Independent) of which at least two elected members are not Cabinet Members.
- 2.10 It is further proposed that authority be delegated to the Monitoring Officer to amend the Constitution accordingly.
- 2.11 These new arrangements cause review of the overall balance of the Council irrespective of it occurring (in this case) ahead of the Annual Meeting. The rules also allow for variation of normal political balance arrangements; namely, if the Council wishes to adopt committee memberships which do not accord with political balance arrangements this must be agreed *nem con* (i.e. without any Member voting against).

Hence the report to Full Council includes for confirmation of the Council's representation on both the Organisational Development and Personnel Committee and across all of its committees.

3.0 Conclusion and Reasons for Recommendations

- 3.1 With the separation programme proposals either in place or being implemented, it is unlikely that JASG will need to meet again. As this was a steering group rather than a committee it did not need to conform to political balance rules and so allowed wider group representation.
- 3.2 The Appointments and Personnel Committee terms of reference would not allow it to consider any future joint arrangements or the impact on the Council of any staffing or organisational proposals arising from the local government reorganisation programme. It is therefore felt beneficial to amend the terms of reference of the committee – to be renamed Organisational Development and Personnel Committee - and to widen membership representation.

4.0 Consultation

- 4.1 Not applicable.

5.0 Alternative Options and Reasons for Rejection

- 5.1 Option 1 – to not make the changes set out in this report. The disadvantages of this option have been clearly laid out within this report; and it is consequently rejected.

Option 2 – to make the changes to the terms of reference as set out in this report but to apply political balance to the Organisational Development and Personnel Committee. This would result in not all groups being represented on the committee, or the committee being of such a size that it could become unwieldy. This option is therefore rejected.

6.0 Implications

Financial and Resource Implications

- 6.1 There are no financial implications arising from this report

Comments checked by:

Martin Henry, Executive Director: Finance and S151 Officer

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Legal Implications

- 6.2 It is a function of Full Council to agree and/or amend the terms of reference for committees, deciding on their composition and making appointments to them. It is also a legal requirement for Full Council to agree proportionality.

Comments checked by:
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Risk Implications

6.3 In ensuring the legal requirements are met, risk to the authority is mitigated.

Comments checked by:
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7.0 Decision Information

Wards Affected

All

Links to Corporate Plan and Policy Framework

All

Lead Councillor

Peter Rawlinson, Portfolio Holder: Finance and Governance.

Document Information

Appendix No	Title
None	
Background Papers	
None	
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