



## Summons to Meeting

Thursday 1 September 2022

# Chief Officer Employment Panel

Friday 9 September 2022, 2.30 pm

Council Chamber, Allerdale House

### Membership:

Councillor Mike Johnson (Chair)  
Councillor Carni McCarron-Holmes  
Councillor Alan Smith

Councillor Marion Fitzgerald (Vice-Chair)  
Councillor Paul Scott

*If you have any questions or queries on this agenda contact Democratic Services on 01900 702502.*

## Agenda

### 1. Minutes (Pages 3 - 6)

To sign as a correct record the minutes of the meetings held on 21 February and 25 May 2022.

### 2. Apologies for Absence

### 3. Declaration of interests

Councillors/Staff to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest relating to any item on the agenda, in accordance with the adopted Code of Conduct.

### 4. Chief Officer Appointment (Pages 7 - 12)



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A handwritten signature in black ink, appearing to be 'P. W.', written over a horizontal line.

**Programme Director,  
Transformation &  
Operating Model**

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# Agenda Item 1

At a meeting of the Chief Officer Employment Panel held in Council Chamber, Allerdale House on Monday 21 February 2022 at 2.00 pm

## Members

Councillor Mike Johnson (Chair)  
Councillor Carni McCarron-Holmes

Councillor Marion Fitzgerald (Vice-Chair)

Apologies for absence were received from Councillor Paul Scott and Councillor Alan Smith

## Staff Present

A Seekings

### 48. Minutes

The minutes of the meeting held on 4 November 2021 were approved as a correct record.

### 49. Declarations of Interest

None declared.

### 50. Appointment of Deputy Chief Officers

In December 2020 the Panel had agreed the Chief Officer structure. The Panel was responsible for dealing with HR matters relating to Deputy Chief Officers including their appointment and on 1 October 2021, had appointed a range of Deputy Chief Officers as part of the new structure.

Two further appointments were required to deputy Chief Officer roles:

Strategic Advisor Tier 1 (Assurance, Risk and Audit – shared role with Copeland Borough Council)  
Strategic Advisor Tier 1 (Programmes – Maryport)

The Chief Executive advised the Panel of the proposed appointees and answered a series of questions relating to the appointments.

The motion was carried unanimously.

## Resolved

That the following appointments be approved:

- Michael Roper - Strategic Advisor Tier 1 (Assurance, Risk and Audit – shared role with Copeland Borough Council)
- Jeremy Hewitson - Strategic Advisor Tier 1 (Programmes – Maryport)

**The meeting closed at 2.10 pm**

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At a meeting of the Chief Officer Employment Panel held in Skiddaw Meeting Room, Top Floor, Allerdale House on Wednesday 25 May 2022 at 11.00 am

### **Members**

Councillor Mike Johnson (Chair)  
Councillor Carni McCarron-Holmes

Councillor Marion Fitzgerald (Vice-Chair)  
Councillor Alan Smith

### **Staff Present**

K Eccles, A Seekings, S Sewell and K Magnay

#### **14. Minutes**

The minutes of the meeting held on 21 February 2022 were approved as a correct record.

#### **15. Apologies for Absence**

Apologies for absence were received from Councillor Paul Scott

#### **16. Declarations of Interests**

None declared.

#### **17. Appointment of Deputy Chief Officers**

In December 2020 the Panel had agreed the Chief Officer structure. The Panel was responsible for dealing with HR matters relating to Deputy Chief Officers including their appointment and on 1 October 2021, had appointed a range of Deputy Chief Officers as part of the new structure.

Two further appointments were required to deputy Chief Officer roles:

Senior Manager Strategic Advisor Tier 2 (Planning)  
Senior Manager Strategic Advisor Tier 2 (Electoral and Democratic)

The Chief Officer, Place and Governance advised the panel that the recommendation was for two posts, however Steve Tucker no longer wants to take up the post for Electoral and Democratic therefore members are only looking to appoint the Planning Manager.

The Chief Executive, the Chief Officer, Place and Governance and HR Manager answered a series of questions relating to the appointment.

The motion was carried unanimously.

### **Resolved**

That the following appointment be approved:

- Iain Fairlamb - Strategic Advisor Tier 2 (Planning)

**The meeting closed at 11.30 am**

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## Allerdale Borough Council

### Chief Officer Employment Panel – 9 September 2022 Council – 21 September 2022

#### Chief Officer Appointment

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<b>Portfolio holder</b>	Councillor Marion Fitzgerald
<b>Report from</b>	Nik Hardy, Assistant Chief Executive Policy Performance and Economic Development Strategy, Allerdale Borough Council
<b>Wards affected</b>	N/A
<b>Is this a key decision</b>	N/A

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#### 1.0 The reason for the decision

- 1.1 From 1 April 2023, local government in Cumbria will change. The current six district councils and Cumbria County Council will merge to become two new unitary authorities.

These changes aim to:

- Improve services for local people making them more effective and efficient with greater integration of planning and delivery activities.
- Provide greater clarity for residents on their democratic representation making local authorities even more accountable to the people they serve with more effective governance arrangements
- Provide a stronger voice to central government
- Attract inward investment into our communities

There will be one new council covering the current area of Allerdale, Carlisle and Copeland and the Council's name will be Cumberland Council. A second new council will provide services to those in the current areas of Barrow, Eden and South Lakeland and the council's name will be Westmorland and Furness.

- 1.2 As a result of Local Government Reorganisation, our existing Chief Executive and Head of Paid Service, Andrew Seekings has been successfully appointed as the new Chief Executive for the Cumberland Council.
- 1.3 It has been agreed by the Shadow Cumberland Authority, (subject to ratification at the Chief Officer Panel) that Andrew Seekings will be “designated” Chief Executive for Cumberland Council with effect from 01 October 2022 and will be Chief Executive for Cumberland Council with effect from 01 January 2023. His role as Interim Head of Paid Service for Cumberland Shadow Authority remains unaffected.

## **2.0 Recommendations**

That the Panel considers the report and makes recommendations to Council that:

- 2.1 Andrew Seekings remains as Chief Executive for Allerdale Borough Council until 31 December 2022, however, he will be de-designated Head of Paid Service from 1<sup>st</sup> October 2022;
- 2.2 Paul Wood (existing Chief Officer for Transformation) is appointed as Interim Head of Paid Service for Allerdale Borough Council from 01 October 2022 until 31<sup>st</sup> December 2022 with an additional uplift in substantive salary (further details contained within section 6.2 of this report): and to be appointed as Interim Head of Paid service and Interim Chief Executive Officer from 1<sup>st</sup> January 2023, paid at the full salary as set out in the Council’s pay policy (see 6.2.1 of this report).

## **3.0 Background and Introduction**

- 3.1 The Chief Officers Employment Panel is responsible for dealing with employment matters relating to Chief Officers including their appointment.
- 3.2 The decision of the Chief Officers Employment Panel allows the appointed Chief Officers to take up new roles by 1<sup>st</sup> October 2022.

## **4.0 Content (to include alternative options considered)**

- 4.1 There are no other alternative options to the recommendations as suggested within this report.

## **5.0 Delivery arrangements**

- 5.1 The post of Chief Executive and Head of Paid Service is a requirement under the Council’s constitution. The Chief Executive and Head of Paid Service acts as the Council’s principal adviser to the elected leadership of the Council on policy options and the forward planning of objectives, services, and resources to deliver their ambitions for the borough of Allerdale.



## 6.0 Implications and Impact

### 6.1 Contribution to Council Strategy Priorities, Outputs and Outcomes

6.1 The post of Chief Executive and Head of Paid Service has an overall major impact on delivery of the Council's strategy, priority, outputs and outcomes.

### 6.2 Finance/Resource implications

6.2.1 Details of Chief Officer remuneration are included below as per the Council's Pay Policy 2022/2023:

Job Title	Tier	Salary
Chief Executive	CE-1	£104,336
	CE-2	£107,511
	CE-3	£110,686
Chief Officers (including payment for statutory duties)	COT1-1	£66,990
	COT1-2	£69,020
	COT1-3	£71,050
Assistant Chief Executives	COT2-1	£56,840
	COT2-2	£58,870
	COT2-3	£60,900
Programme Directors	COT3-1	£52,780
	COT3-2	£54,810
	COT3-3	£56,840

6.2.2 It is proposed that as a result of Paul Wood's appointment to Interim Head of Paid Service from 01 October 2022 to 31 December 2022, he will receive a 50% uplift in current substantive post salary.

6.2.3 It is also proposed that as of 01 January 2023, when the now Allerdale Chief Executive and Head of Paid Service, Andrew Seekings, moves to his new role at Cumberland Council, Paul Wood will receive pay for Chief Executive Officer and Head of Paid Service on the lowest pay scale as per the table in 6.2.1 above (currently scale CE-1).

6.2.4 The table below details the costs relating to Paul Wood as described in 6.2.2 and 6.2.3 above and shows there will be an initial additional cost to budget of £21,599.

The figures in the table below include on-costs (i.e. National Insurance Contributions and Pension costs).

Description	Amount
<b>Budget (2022/23) for Chief Officer Transformation</b>	<b>£82,366</b>
<b>April – September 2022</b> (Chief Officer – Transformation plus 10% deputy Head of Paid Service)	£41,183
<b>October – December 2022</b> (Appointment to Interim Head of Paid Service)	£28,199

<b>January – March 2023</b> (Appointment to Interim Head of Paid Service & Chief Executive)	£34,583
<b>Total Costs for 2022/23</b>	<b>£103,965</b>
<b>Additional Cost to Budget</b>	<b>£21,599</b>

6.2.5 Savings will be achieved by not backfilling Paul Wood’s existing post of Chief Officer – Transformation as well as the difference between the scale-point Andrew Seekings currently receives and the scale-point Paul Wood will move onto as Head of Paid Service and Chief Executive from January to March 2023.

Once the additional costs associated with Paul Wood’s increase in salary are taken into account, this will result in an overall saving to the Council of £15,108.

6.2.6 Some of the saving referred to in 6.2.4 may be used, as required, in order to cover the cost of a temporary honorarium to cover some of the duties within Paul Wood’s current substantive post of Chief Officer Transformation. It is estimated this could be circa 10% of substantive Senior Manager or Chief Officer salary which equates to approximately £634 per month (including on-costs).

### 6.3 Legal and governance implications

6.3.1 The Council’s constitution requires the authority to have an appointed Head of Paid Service.

### 6.4 Risk analysis

A scored and mitigated risk log

<b>Risk</b>	<b>Consequence</b>	<b>Controls required</b>	<b>Mitigated score</b>
If we did not appoint interim Head of Paid Service.	Breach of Council’s constitution.  Non delivery of Council plan.	Appointment of interim required.	1x4

### 6.5 Increasing satisfaction and service

6.5.1 The role of Chief Executive and Head of Paid service contributes to the overall delivery and improvement of services for the residents of Allerdale.

### 6.6 Equality impacts

N/A

### 6.7 Health and Safety impacts

N/A

**6.8 Health, wellbeing and community safety impacts**

N/A

**6.9 Environmental/sustainability impacts**

N/A

**6.10 Other significant implications**

N/A

**Appendices attached to this report**

<b>Appendix number</b>	<b>Title of appendix</b>
N/A	

**Background documents available**

<b>Name of background document</b>	<b>Where it is available</b>
N/A	

**Report author(s) and contact officer(s):**

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