

Council Meeting

16th September, 2008

Booklet 1

Recommendation Minutes

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CABINET

9th September 2008

Cabinet Members

Present:-

Councillor Blundell
Councillor Mrs Dixon
Councillor Foster
Councillor Mrs Johnson
Councillor Lee
Councillor Noonan
Councillor Ridley
Councillor Taylor (Chair)

Non-Voting Opposition

Representatives present:-

Councillor Duggins
Councillor Mutton
Councillor Nellist

Other Members

Present:-

Councillor Smith

Employees Present:-

L. Bull (Acting Director of Community Services)
V. Clowes (Customer and Workforce Services Directorate)
F. Collingham (Chief Executive's Directorate)
T. Ditta (City Services Directorate)
C. Forde (Head of Legal Services)
C. Green (Director of Children, Learning and Young People)
B. Hastie (Finance and Legal Services Directorate)
S. Heawood (Children, Learning and Young People's Directorate)
C. Hill (Customer and Workforce Services Directorate)
S. Iannantuoni (Customer and Workforce Services Directorate)
L. Knight (Customer and Workforce Service Directorate)
J. McGuigan (Joint Acting Chief Executive)
B. Messinger (Joint Acting Chief Executive)
D. Mitchell (City Development Directorate)
R. Nawaz (Chief Executive's Directorate)
C. Parker (Chief Executive's Directorate)
J. Parry (Assistant Chief Executive)
C. Pullin (Children, Learning and Young People's Directorate)
J. Venn (Chief Executive's Directorate)
A. Walmsley (Children, Learning and Young People's Directorate)

Apologies:-

Councillor Field
Councillor Sawdon
Councillor Williams

RECOMMENDATIONS

66. **Corporate Plan 2008 - 2011**

The Cabinet considered a report of the Acting Chief Executive, which sought approval for the Corporate Plan 2008/09 to 2010/11, which was appended to the report submitted.

The Council's performance management framework was based upon four levels of plans, these being the Coventry Sustainable Community Strategy; the Corporate Plan; the Cabinet Portfolio Plans (previously the Cabinet Member Strategic Plans); and the Operational Plans.

Coventry's Sustainable Community Strategy (SCS) set out the long-term vision and aspirations for Coventry and provided strategic direction for the Council and other organisations in the city.

The Corporate Plan set out how the Council would deliver the City's vision over the next three years, both to deliver the outcomes for the City set out in the Sustainable Community Strategy and the Local Area Agreement and to improve the Council's performance as an organisation.

The Cabinet Portfolio Plans set out how individual Cabinet Members would deliver the Corporate Plan, as well as showing which Local Area Agreement priorities were included within their portfolio.

Operational Plans set out the actions that Directorates would take to put Council policy into effect. These were working documents, which were used to allocate staff and other resources and to manage performance at officer level. Each employee was allocated personal duties and targets to ensure that team and Council objectives were achieved. These were reviewed annually through the formal appraisal system.

Following the adoption of the new SCS and the Local Area Agreement (LAA), work had been undertaken to review and revise the Council's performance management framework in order to ensure that it was able to deliver the priorities of the SCS and the LAA.

As part of this work, the Corporate Plan had been revised to ensure that it would help deliver the City's vision for the next 20 years, as set out in the SCS, and the short-term priorities in the LAA.

As the Council no longer needed to follow the specific requirements of the Best Value Performance Plan, the main Corporate Plan document no longer had to include tables of indicator benchmarking data. It was therefore decided to organise the Corporate Plan in two parts:

Part one - 'Our Priorities' covered the 3 years 2008/09 – 2010/11 and set out the vision, values and objectives along with information about the Council's performance management system.

Part two - 'Measuring Progress' set out in detail how the Council planned to measure its progress against its objectives, including performance indicators. This would be reviewed annually and would need to reflect the changes of the new national performance management framework.

The city's vision is for Coventry to be "a growing, accessible city where people choose to live, work, and be educated and businesses choose to invest". To achieve this vision, the Council had identified a number of aims and objectives that it needed to deliver. These were the outcomes for the City that were needed to achieve the City's vision (the themes of the SCS) and, the Council's Management Objectives which aimed to improve the Council as an organisation so that it was able to deliver the aims for the City.

The Corporate Plan used a balanced scorecard to help the Council measure progress and showed how the Council contributed to the delivery of the SCS and the LAA.

The new national performance management framework was based on a national indicator set of 198 indicators, which replaced the previous Best Value Performance Indicators. In particular, the Council, along with its partners, would be responsible for delivering Coventry's new LAA, which contains 51 indicators taken from the national indicator set, with targets that had been agreed through a negotiation process with central Government.

To ensure delivery against the targets included in the LAA and the national indicator set, the Corporate Plan was being developed to reflect the new national performance management framework and indicators. This meant that some of the indicators and targets in the Corporate Plan were still under development.

The Cabinet noted that this was a transition year for assessment, as the new national indicator set was effective from April 2008, but the Council's performance would be assessed under the final year of the Comprehensive Performance Assessment Framework. From April 2009, the Council and its partnerships would be assessed under the new Comprehensive Area Assessment (CAA) process, which was still under development. The new Corporate Plan had been developed to reflect the move towards the CAA but the performance measures would need to be reviewed when further information about the details of the CAA were available.

The Cabinet further noted that, as the key strategic performance document for the Council, the Corporate Plan would have implications for most areas of the Council's work. The detailed strategies and plans that supported and delivered the Plan would also be taken through the Council's decision-making process.

RESOLVED that the City Council be recommended to adopt the Corporate Plan 2008/09-2010/11, as appended to the report submitted.

74. Coventry City Council's Response to the Ministry of Justice's Consultation on "Weekend Voting"

The Cabinet considered a report of the Director of Customer and Workforce Services, which contained a proposed response to the Ministry of Justice's consultation paper on Weekend Voting.

The Cabinet noted that the report submitted was also to be considered by the Scrutiny Co-ordination Committee, at their meeting scheduled for 10th September 2008.

The report indicated that one of the Government's strategic aims was that people should be able to exercise their right to vote with ease and without unnecessary barriers. Its objective was to ensure that voting processes were accessible, convenient and easy to use without compromising security.

The consultation aimed to promote debate on the merits of moving the election day from a Thursday to a weekend and on the best way to do this.

The Government was also keen to hear views on advance voting at polling stations and the use of advance and remote voting over the internet/telephone, and whether these would be acceptable alternatives to election days being held on a Thursday or may usefully support election days at the weekend.

The Cabinet noted that current legislation required local elections in England to be held on the first Thursday in May. There was no statutory requirement for Parliamentary Elections to be on a Thursday but they could not be held on 'dies-non', i.e. weekends, bank holidays, etc. Any move of local or Parliamentary elections in England and Wles would mean elections held on different days in different parts of the UK. Under his current powers, the Secretary of State could set weekend voting for European Parliamentary elections, but the rules for the conduct of the election would need to be amended to allow weekend voting.

The consultation was in the format of a series of questions and the report submitted contained the detailed responses proposed.

RESOLVED that the City Council be recommended to approve the response for submission to the Ministry of Justice by the deadline of 26th September 2008.

(Note: This item was considered as urgent public business, the grounds for urgency being the need to submit a recommendation to the Council for their meeting scheduled for 16th September 2008, in order that the proposed response could be submitted by the deadline of 26th September 2008.)

APPOINTMENT PANEL

15th September, 2008

Members Present:- Councillor Duggins (Member of the Opposition Group on Scrutiny)
Councillor Foster (Deputy Leader of the Council)
Councillor Mutton (Member of the Opposition Group on Scrutiny)
Councillor Ridge (Chair of the Scrutiny Co-ordination Committee)
Councillor Taylor (Leader of the Council)

Employees Present:- *S. Bennett (Customer and Workforce Services Directorate)
B. Messinger (Acting Chief Executive/Director of Customer and Workforce Services)
(* for part of the meeting only)

Other Present:- A. Probert (Solace Enterprises)

RECOMMENDATIONS

1. Appointment of Chief Executive

In accordance with Paragraph 4.8.4 of the City Council's Constitution, the Panel interviewed applicants for the above post.

RESOLVED that the Appointments Panel unanimously recommend the City Council to appoint Dr Martin Reeves, currently Interim Chief Executive at Bedfordshire County Council, to the post of Chief Executive from a date to be agreed.

2. Chief Executive Salary

Further to Minute 23/08 of the Cabinet, the Appointments Panel considered a report of the Director of Customer and Workforce Services that requested the Panel to recommend a new salary scale for the post of Chief Executive to the City Council.

The report detailed the recruitment programme, undertaken in conjunction with Solace Enterprises, to appoint a successor to the previous Chief Executive, Stella Manzie, who left the Authority on 10th August, 2008. This included a shortlisting process consisting of panels of residents; stakeholders; Children and Young People; and an elected member panel, interviews with the Leader of the Council and the Leader of the Main Opposition Group and a media exercise.

The salary of the Chief Executive's post had not been reviewed since 2000, when the salary was revised and increased as part of the search for the last Chief Executive. At that time the salary was increased by 27% to reflect the prevailing market value of the

post. The salary approved was a spot salary, i.e. single point with no incremental progression within a grade for the post. The main disadvantage of a spot salary was that it gives the postholder no capacity for progression which can be a barrier to motivation and retention.

There was a market review built into the Chief Executive's contract, which was due in 2003. However, in 2003, the Chief Executive declined to have a review of their salary and therefore it had remained the same for 8 years, with the exception of the annual pay award. The previous Chief Executive's final salary was £145,770.

The 08/09 pay award for Chief Executives had just been approved by the Joint Negotiating Committee for Chief Executives which takes the current spot salary for the post to £149,341.

During the last 8 years, there had been an upward trend in senior local government salaries, particularly at Chief Executive level. Prior to going out to advertise the post, market intelligence was gathered on salaries of existing Chief Executives and currently advertised posts. This information was sourced in confidence from West Midlands LGA; Tribal Resourcing, a leading recruitment agency specialising in local government, Solace Enterprises and also from national media (although advertisements do not always indicate what salary was actually negotiated).

As part of their contract Solace Enterprises were asked to review the current salary of the post of Chief Executive. Based on market information they concluded that the current salary was less and not in alignment with other authorities of a similar size and that, to stipulate a salary in the advertisement, would restrict the potential pool of applicants. Therefore, Solace Enterprises recommended to the Council that it should advertise the salary as negotiable and see what candidates it attracted. The market information from Solace Enterprises on unitary authorities of similar size to Coventry was appended to the report for comparison purposes. This data substantiated the decision to go out to the market without specifying a salary limit.

During the assessment process all candidates had been asked what their salary expectations were in relation to the post.

It was proposed that the Chief Executive salary is no longer based on a spot salary and that it is brought into line with the rest of the senior management salary scales of the Council and becomes a 3 point scale. Progression through the grade would be determined by elected members, based upon performance which is assessed through the annual member appraisal process. This provides the postholder with scope for salary progression and also maintains the differential with Director posts which, through the spot salary, had been eroded.

It was also proposed that the salary range be finalised once the preferred candidate is appointed and following negotiation of a starting salary. It was therefore recommended that the Acting Chief Executive and Director of Customer and Workforce Services, in consultation with the Leader of the Council, be delegated authority to negotiate the new salary range up to a limit as identified in the report and that the scale be reported to Members.

Annual pay awards made by the Joint Negotiating Committee for Chief Executives would be applied annually to the grade of the post.

RESOLVED that the Appointments Panel recommend the City Council to:-

- i) approve the principle of a 3 point salary scale for the post of Chief Executive
- ii) approve an upper limit of the scale as identified in the report
- iii) delegate authority to the Acting Chief Executive and Director for Customer and Workforce Services, in consultation with the Leader of the Council, to negotiate a starting salary up to the maximum as identified in the report

(NOTE: Councillors Duggins and Mutton abstained from voting on this matter and requested that their action be recorded)