

## COUNCIL

25 JANUARY 2021

### REFERENCE FROM THE HUMAN RESOURCES & COUNCIL TAX COMMITTEE

#### **A.4 CHANGE TO THE TERMS AND CONDITIONS OF THE POST OF CHIEF EXECUTIVE** (Report prepared by Ian Ford)

##### **PART 1 – KEY INFORMATION**

###### **PURPOSE OF THE REPORT**

To enable the Council to consider a recommendation of the Human Resources & Council Tax Committee that the Terms and Conditions of the current Chief Executive post holder be changed by way of a reduction in the hours of employment from 37 to 27.75 hours per week (a reduction of 25%).

###### **EXECUTIVE SUMMARY**

The Human Resources & Council Tax Committee (“the Committee”), at its meeting held on 5 January 2022 (Minute 79 refers), considered a joint report of the Deputy Chief Executive and the Assistant Director (Partnerships) which had submitted a request from the current Chief Executive post holder that his hours of employment be reduced by 25%.

Having considered the Chief Executive’s request and its implications for this Council the Committee had:-

**“RESOLVED** that this Committee -

- (a) notes the request of the current Chief Executive to reduce his hours of employment from 37 hours to 27.75 hours;
- (b) supports the request, acknowledging the reduction of the Chief Executive’s availability and that additional cover will not be provided for the reduction in working hours; and
- (c) recommends to Full Council that:
  - (i) the terms and conditions of the employment of the current Chief Executive shall be amended to 27.75 hours per week with effect from 31<sup>st</sup> March 2022;
  - (ii) this change be reviewed after an initial period of six months operation and then at twelve month intervals following that; and
  - (iii) the post will remain at 37 hours on the Council’s establishment.”

A copy of the published joint report of the Deputy Chief Executive and the Assistant Director (Partnerships) to the meeting of the Human Resources & Council Tax Committee held on 5 January 2022, is attached as an appendix to this report.

## **RECOMMENDATIONS**

**That Council approves that:-**

- (i) the terms and conditions of the employment of the current Chief Executive shall be amended to 27.75 hours per week with effect from 31st March 2022;**
- (ii) this change be reviewed after an initial period of six months operation and then at twelve month intervals following that; and**
- (iii) the post will remain at 37 hours on the Council's establishment.**

## **BACKGROUND PAPERS FOR THE DECISION**

Published Minutes of the meeting of the Human Resources & Council Tax Committee held on 5 January 2022.

## **APPENDICES**

Published Joint Report of the Deputy Chief Executive and the Assistant Director (Partnerships) for the meeting of the Human Resources & Council Tax Committee held on 5 January 2022.