

WEST OF ENGLAND COMBINED AUTHORITY EMPLOYMENT AND APPOINTMENTS COMMITTEE 24th May 2017

1.	Welcome & Introductions Mayor Tim Bowles – West of England Combined Authority (Chair) Cllr Tim Warren – Bath & North East Somerset Council Mayor Marvin Rees – Bristol City Council Cllr Matthew Riddle – South Gloucestershire Council
2.	APOLOGIES FOR ABSENCE None
3.	DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011 There were no declarations of interest.
4.	MINUTES The Chair noted that as this was the opening meeting of the West of England Combined Authority Employment and Appointments Committee, there were no previous minutes to be agreed.
5.	ARRANGEMENTS FOR SENIOR MANAGEMENT Mayor Bowles introduced the report that had been prepared by William Harding and circulated in advance of the Meeting. All present confirmed they had read the report and understood the recommendations. Cllr Riddle proposed an additional recommendation to be consistent with paragraphs 6.1 and 6.2 of the report - 'Financial Implications'. He proposed that a new recommendation 10 be added to incorporate that wording and recommendation 10 was proposed to read; <i>Agree that one -off provision has been made within the 2017-18 budgets to cover the cost of pay advice and recruitment support as detailed in the report. Agree that the Authority has been set up on a cost neutral basis. Salary costs for the appointments identified in Appendix 2 of the report as set out, can be met from the approved budgets set for the staffing establishment for Mayoral and WECA functions by efficiencies from the amalgamation of the LEP, WECA and the Strategic Leaders Board.</i>

6. RECOMMENDATIONS

Mayor Bowles moved to the 10 recommendations as detailed in the report and amended above. Cllr Riddle moved the recommendations and Cllr Warren seconded the proposal.

The recommendations were agreed and it was resolved that the Committee;

- 1. Approved the senior management structure for recruitment purposes as set out in Appendix 2.**
- 2. Noted that a post to be designated as Monitoring Officer is to be established within the proposed Investment & Corporate Services Division.**
- 3. Delegated to the Mayor of the Combined Authority, authority to agree job descriptions and person specifications for the roles identified in Appendix 2.**
- 4. Determined the pay policy for the Chief Executive and direct reports by reference to the information set out in paragraphs 4.6 – 4.9 noting that in due course more detailed proposals relating to the Authority’s pay policy will need to be determined.**
- 5. Set the salary range for the post of Chief Executive/Head of Paid Service at £135,000 to £155,000 with ‘spot’ salary paid in accordance with the agreed principles.**
- 6. Delegated to the Mayor of the Combined Authority determination of salary ranges for the identified 2nd tier posts having regard to the principles set out in paragraph 4.10 above and the indicative ranges set out in paragraph 4.12**
- 7. Noted the advice from the Hay Group Director in respect of good practice in developing new pay arrangements.**
- 8. Agreed that all other conditions of employment should be in accordance with those determined nationally by the Joint Negotiating Committee for Local Authorities’ Chief Executives and the Joint Negotiating Committee for Local Authorities Chief Officers as supplemented by local agreement.**
- 9. Agreed to the appointment of the company identified as 2 in the summary of proposals to provide support in the recruitment and selection of senior appointments subject to the agreement of final terms.**
- 10. Agreed that one-off provision has been made within the 2017-18 budgets to cover the cost of pay advice and recruitment support as detailed in the report. Agreed that the Authority has been set up on a cost neutral basis and that salary costs for the appointments identified in Appendix 2 of the report as set out, can be met from the approved budgets set for the staffing establishment for Mayoral and WECA functions by efficiencies from the amalgamation of the LEP, WECA and the Strategic Leaders Board.**

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<p>7.</p>	<p>ANY OTHER ITEM THE CHAIR DECIDES IS URGENT</p> <p>There were no other items of urgent business.</p>
	<p>Signed:</p> <p>Date:</p>