

## **CHANGE BOARD**

MINUTES of a meeting held on 20<sup>th</sup> March, 2002.

Present: Councillors H.J.W. James (Chairman); G.J.M. Fletcher, C.P. Franks, N. Moore and A.J. Williams.

Also present: Councillor A.D. Dobbinson; Mary Bell (UNISON).

(a) Apology for absence -

This was received from Councillor G.C. Kemp,

(b) Minutes of the meeting held on 12<sup>th</sup> March, 2002 -

AGREED - T H A T the minutes of the meeting of the Board held on 12<sup>th</sup> March, 2002 be noted.

(c) Change Board - UNISON -

The Chairman welcomed Mary Bell of UNISON. The Change Board had previously recommended that up to 4 representatives from the Trade Unions be invited to attend meetings of the Change Board as and when necessary. Mrs. Bell confirmed the interest of the Unions in the work of the Change Board. The Chairman confirmed that the Board would be looking at corporate rather than departmental issues.

AGREED - T H A T a copy of the agenda and reports for meetings of the Board be sent to UNISON and the GMB.

(d) Management development and appraisal for Chief Officers (CE) -

The report set out the complementary nature of management development and appraisal and sought a way forward for a degree of external facilitation in the appraisal process.

Management development and management appraisal were complementary processes which aimed to meet the goals of both the organisation and the individual. Management development was about the skills, knowledge, breadth, scope and capabilities of the individual, while appraisal focused those capabilities clearly around the organisation's business targets.

The Council had agreed to use H.R. Insight Limited to commence the senior management development programme. The senior management appraisal scheme, which would commence with the Chief Executive, would dovetail with this programme. Discussions were currently taking place with SOLACE Enterprises regarding the external guidance and assistance that could be given to the appraisal of the Chief Executive and the Management Team.

AGREED -

- (1) T H A T the report be endorsed.
- (2) T H A T the appraisal process commence next month with the Chief Executive, externally facilitated by SOLACE.
- (3) T H A T the Chief Executive submit a further report on externally facilitated management team appraisal to the next meeting of the Board on 18<sup>th</sup> April, 2002.

Reasons for recommendations

- (1) to (3) To expedite performance support arrangements across the Council.

- (e) Item which the Chairman had decided was urgent -

AGREED - T H A T the item containing the following minute, which the Chairman had decided was urgent by reason of the need to progress the Performance Support Action Plan, be considered by the Board.

- (f) Performance Support Action Plan (CE) -

Following the discussions with IDeA on 12<sup>th</sup> March, a letter had been received from IDeA suggesting the way forward. The external support required would be a mixture of the IDeA Team, particularly the Assignment Manager, peers from other authorities and associates, together with any consultants which the Council engaged directly. In normal circumstances contract standing orders and financial regulations would apply.

AGREED -

- (1) T H A T the letter from IDeA dated 14<sup>th</sup> March, 2002 be agreed as the way forward.
- (2) T H A T the proposals set out in the letter be incorporated into the Action Plan.
- (3) T H A T the Director of Finance, ICT and Property be authorised to waive as appropriate relevant contract standing orders and financial regulations.

(4) T H A T the Director of Finance, ICT and Property submit a further report on the financial implications of the external support required following discussions with the Assignment Manager.

Reasons for recommendations

(1) to (3) To progress the Action Plan.

(4) To confirm the costs involved.