

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Council held at Council Chamber, Blackdown House, Honiton on 8 May 2024

Attendance list at end of document

The meeting started at 5.15 pm and ended at 5.55 pm

134 Apologies

Apologies received from Cllrs Charlotte Fitzgerald, Marcus Hartnell, John Heath, Mike Howe, Sarah Jackson, Richard Jefferies, Dan Ledger, John O'Leary and Daniel Wilson.

135 Declarations of interest

None.

136 Public speaking

No members of the public had registered to speak at the meeting.

137 Matters of urgency

None.

138 Confidential/exempt item(s)

The Chair of Council confirmed that there was one item of confidential business to be considered at agenda item 8 (minute no. 141 refers).

The Chair of Council proposed that procedure rule 3.2 (Business: At an extraordinary meeting the business to be conducted shall be limited to a single item of business or motion and that at least one half of the whole number of members of the Council were present that procedure rule 3.2 was duly suspended).

139 Appointment of new Chief Executive

The Council considered a recommendation of the Interviewing Sub Committee to appoint a new Chief Executive following a recent recruitment process along with the appointment of the Returning Officer and Electoral Registration Officer for East Devon. The report also set out proposals to agree new structural proposals for appointing a Director of Housing and Health and a Director of Place including a supplementary budget for the associated recruitment costs.

Members received an outline of the recruitment process and noted that the Interviewing Sub Committee were recommending that Tracy Hendren should be appointed. Members welcomed the appointment and noted that Tracy would commence the role with effect from 1 June 2024.

Cllr Steve Gazzard proposed the recommendation which was seconded by Cllr Eileen Wragg and having been put to the vote was unanimously carried.

RESOLVED: That the Council appoints Tracy Hendren as Chief Executive and Head of Paid Services of East Devon District Council.

In respect of the Returning Officer and Electoral Registration Officer it was proposed that Melanie Wellman undertakes these roles with effect from 1 June 2024.

Cllr John Loudoun proposed the recommendation which was seconded by Cllr Alasdair Bruce and having been put to the vote was carried by a majority show of hands.

RESOLVED: That the Council appoints Melanie Wellman as the Returning Officer and Electoral Registration Officer for East Devon District Council.

Members received a short presentation setting out proposals to put in place backfill arrangements for the role of Director of Housing, Health and Environment and it was recognised that there was a need for significant focus on the Housing Service. It was proposed that two Director roles are appointed to Director of Housing and Health and Director of Place. It was noted that existing Assistant Directors within those areas would be given the opportunity to act up into these positions with a permanent recruitment process being undertaken.

Members welcomed the proposals and Cllr John Loudoun proposed the recommendation which was seconded by Cllr Paul Hayward and having been put to the vote was carried by a majority show of hands.

RESOLVED:

1. That the Council agrees the new structure proposals for appointing a Director of Housing and Health and Director of Place.
2. That a supplementary budget of up to £30,000 is agreed for the associated recruitment costs.

140 **Local Government (Access to Information) Act 1985 - Exclusion of Press and Public**

The Vice Chair of Council moved that the Press and Public are excluded from the meeting by virtue of paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

RESOLVED: That the press and public are excluded from the meeting by virtue of paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

141 **Recommendation from Personnel Committee Request for additional funding and resource within the HR and Payroll Service**

The Council received a report setting out recommendations from the Personnel Committee seeking funding to support the Grow Your Own budget and the creation of a new post of HR Operations Manager and associated budget.

Members noted that the Grow Our Own Project was established alongside other initiatives to improve recruitment and retention. The project scope included the development of routes into the Council (such as work experience, T levels, graduate schemes and apprenticeships), establishing career pathways and identifying where apprenticeships could support the existing workforce with relevant qualifications, which also supports workforce development.

Members were advised that a new post of HR Operations Manager was requested and would be responsible for overseeing all operational HR activity, for example absence management, disciplinaries, grievances etc and providing advice and support to the team and managers. The role would also be responsible for overseeing HR policy, ensuring that policies are regularly reviewed in line with the Council's Policy Register and legislative changes.

The Council supported the Grow Our Own Budget recognising the important to invest in staff and support the Council in retaining and developing staff for the future.

Cllr John Loudoun proposed the recommendations and was seconded by Cllr Alasdair Bruce. The recommendations were put to the vote and carried by a majority show of hands.

RESOLVED:

1. That the Grow Our Own budget of £143,000 is approved, to sit within the HR and Payroll Service.
2. That the funding for a new post of HR Operations Manager is approved.

Attendance List

Councillors present:

P Arnott	O Davey	Y Levine
B Bailey	T Dumper	J Loudoun
J Bailey	P Faithfull	D Mackinder
I Barlow	P Fernley	M Martin
K Blakey	S Gazzard	T McCollum
K Bloxham	M Goodman	C Nicholas
V Bonetta	D Haggerty	T Olive
C Brown	A Hall	H Parr
J Brown	M Hall	S Richards
A Bruce	S Hawkins	H Riddell
C Burhop	P Hayward	M Rixson
S Chamberlain	N Hookway	E Rylance
M Chapman	S Hughes	S Smith
I Chubb	B Ingham	A Toye
B Collins	V Johns	S Westerman
R Collins	G Jung	J Whibley

Officers in attendance:

Simon Davey, Director of Finance

Tracy Hendren, Chief Executive

Andrew Hopkins, Corporate Lead - Communications, Digital Services and Engagement

Andrew Melhuish, Democratic Services Manager

Melanie Wellman, Director of Governance (Monitoring Officer)

Councillor apologies:

C Fitzgerald

M Hartnell

- J Heath
- M Howe
- S Jackson
- R Jefferies
- D Ledger
- J O'Leary
- D Wilson
- E Wragg

Chair

Date: