



City and County of Swansea

## Minutes of the **Chief Executive's Appraisal & Remuneration Committee**

Cabinet Conference Room - Guildhall, Swansea

Thursday, 10 May 2018 at 9.00 am

### Present:

#### Councillor(s)

E W Fitzgerald  
A S Lewis  
J A Raynor

#### Councillor(s)

C A Holley  
C E Lloyd  
R C Stewart

#### Councillor(s)

L R Jones  
I E Mann

#### Officer(s)

Allison Lowe  
Tracey Meredith

Democratic Services Officer  
Head of Legal, Democratic Services and Business  
Intelligence and Monitoring Officer  
Chief Executive  
Team Leader – HR Operations

Phil Roberts  
Deb Yeates

### Apologies for Absence

Councillor(s): M C Child

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#### 7 Election of Chair for the 2017/2018 Municipal Year.

**Resolved** that Councillor R C Stewart be elected Chair for the 2017/2018 Municipal Year.

**Councillor R C Stewart (Chair) Presided**

#### 8 Election of Vice Chair for the 2017/2018 Municipal Year.

**Resolved** that Councillor C E Lloyd be elected Vice Chair for the 2017/2018 Municipal Year.

#### 9 Disclosures of Personal and Prejudicial Interests.

In accordance with the Code of Conduct adopted by the City & County of Swansea, no interests were declared.

#### 10 Minutes.

**Resolved** that the Minutes of the Chief Executive's Appraisal and Remuneration Committee held on 11 April 2017 be approved and signed as a correct record.

**11 Exclusion of the Public.**

The Committee was requested to exclude the public from the meeting during consideration of the item of business identified in the recommendation to the report on the grounds that it involves the likely disclosure of exempt information as set out in the exclusion paragraphs 12 and 13 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, relevant to the item of business as set out in the report.

The Committee considered the public interest test in deciding whether to exclude the public from the meeting for the items of business where the public interest test is relevant as set out in the report.

**Resolved** that the public be excluded.

**(Closed Session)**

**12 Chief Executive's Performance Annual Review.**

The Chief Executive provided an update on the performance objectives that he had identified in his interim role since 1 June 2016 and then on a permanent basis from July 2017. He provided and outlined a detailed progress report relating to the various themes and performance towards the objectives that were highlighted in the appendices to the report.

He also identified and outlined his objectives for 2018/19.

Questions were asked regarding the various objectives, topic areas and performance, the Chief Executive responded accordingly. As a result of the discussions undertaken, the objectives were strengthened accordingly. The Chief Executive would re-circulate the amended objectives to the Committee.

**Resolved** that:

- 1) Members' were satisfied with the performance of the Chief Executive;
- 2) The Committee agreed the revised objectives for 2018/19.

The meeting ended at 10.20 am

**Chair**