



City and County of Swansea

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

Cabinet Conference Room, Guildhall, Swansea

Monday, 9 September 2019 at 3.00 pm

Present:

Councillor(s)

M C Child
L R Jones
I E Mann

Councillor(s)

E W Fitzgerald
A S Lewis
J A Raynor

Councillor(s)

C A Holley
C E Lloyd
R C Stewart

Officer(s)

Tracey Meredith
Phil Roberts
Allison Lowe
Adrian Chard

Chief Legal Officer / Monitoring Officer
Chief Executive
Democratic Services Officer
Strategic Human Resources and Organisational
Development Manager

Apologies for Absence

Councillor(s): Nil

1 Election of Chair for the 2019/2020 Municipal Year.

Resolved that Councillor R C Stewart be elected Chair for the 2019-2020 Municipal Year.

Councillor R C Stewart (Chair) Presided

2 Election of Vice Chair for the 2019/2020 Municipal Year.

Resolved that Councillor C E Lloyd be elected Vice Chair for the 2019-2020 Municipal Year.

3 Disclosures of Personal and Prejudicial Interests.

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

4 Minutes.

Resolved that the Minutes of the Chief Executive's Appraisal and Remuneration Committee held on 10 May 2018 be approved and signed as a correct record.

5 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)

6 Chief Executive's Performance Annual Review.

The Chief Executive provided an update on the performance objectives that he had identified for 2018/19. It was noted that he was absent from work from 29 January 2019 to 2 June 2019 due to illness. During this period he had agreed appropriate interim arrangements with the Leader to ensure that risk to the Council had been minimised and managed.

The Chief Executive 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 2019/20.

Questions were asked regarding the various objectives, topic areas and performance to which 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 2019/20.

The meeting ended at 4.25 pm

Chair