



City and County of Swansea

Minutes of the Chief Executive's Appraisal & Remuneration Committee

Remotely via Microsoft Teams

Tuesday, 13 October 2020 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)

Huw Evans
Tracey Meredith
Phil Roberts
Adam Hill
Adrian Chard

Head of Democratic Services
Chief Legal Officer / Monitoring Officer
Chief Executive
Deputy Chief Executive / Director of Resources
Strategic Human Resources and Organisational
Development Manager

Apologies for Absence

Councillor(s): M C Child

1 Election of Chair for the 2020 / 2021 Municipal Year.

Resolved that Councillor R C Stewart be elected Chair for the 2020-2021 Municipal Year.

2 Election of Vice Chair for the 2020 / 2021 Municipal Year.

Resolved that Councillor A S Lewis be elected Vice Chair for the 2020-2021 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 9 September 2019 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 submitted a report which outlined his performance against the 2019-2020 objectives agreed by the Chief Executive's Appraisal & Remuneration Committee on 9 September 2019. The specific period being September 2019 to September 2020.

The objectives were themed in the following areas: Reputation, Local Government Reorganisation / Collaboration, City Regeneration, Transformation Programme, Budget and Corporate Priorities.

The Chief Executive identified and proposed objectives be set for 2020-2021.

The Committee considered his performance during 2019-2020 and his proposed objectives for 2020-2021 and asked a number of questions. Questions were asked regarding the various objectives, topic areas and performance.

The Committee set the Chief Executive's objectives 2020-2021 generally under the following themes: Reputation, Local Government Reorganisation / Collaboration, City Regeneration, Transformation Programme, Budget, Corporate Priorities and Covid-19 Response.

Resolved that:

- 1) The Committee were satisfied with the Chief Executive's performance against the 2019-2020 objectives.
- 2) The Committee agreed the Chief Executive's objectives for 2020-2021.

7 Deputy Chief Executive's Performance Annual Review.

The Deputy Chief Executive submitted an information report which outlined his performance from September 2019 to September 2020. He updated the Committee on what he considered that he had achieved during that period.

The Committee considered his performance and those achievements as outlined.

The Deputy Chief Executive also outlined his proposed objectives for 2020-2021 which were considered by the Committee.

The Chief Executive was asked to consider the comments of the Committee when setting the 2020-2021 objectives for the Deputy Chief Executive.

The meeting ended at 10.30 am

Chair