

MEETING:	EMPLOYMENT PANEL
MEETING DATE:	7 JANUARY 2014
TITLE OF REPORT:	FRAMEWORK FOR ASSESSMENT OF CHIEF EXECUTIVE PERFORMANCE
REPORT BY:	DEPUTY MONITORING OFFICER

Classification

Open

Key Decision

This is not an executive decision.

Wards Affected

County-wide

Purpose

To agree a transparent framework for the establishment and review of objectives for the chief executive.

Recommendations

THAT:

- (a) **the framework at Appendix A be approved.**

Alternative Options

- 1 External facilitation of performance and development could be made an integral part of the process each year; however this will increase costs.
- 2 External facilitation could be removed from the process completely; whilst achieving a small cost saving this element of professional independent advice and assessment enhances transparency and provides assurance as to the robustness of the process.
- 3 The performance and development programme (PDP) could be carried out by the Employment Panel; the size of such a representative body can make such

discussions unwieldy. The proposed framework ensures that senior representatives of all groups on the council are consulted both in the development of objectives and in assessing performance.

Reasons for Recommendations

- 4 To provide a clear framework for the assessment of the chief executive's performance and development.

Key Considerations

- 5 Informal arrangements for the assessment of chief executive performance have operated to date; however an agreed PDP framework would provide transparency about the process to be followed and support the development and maintenance of effective working relationships between elected members and the officer body.
- 6 The proposed framework at Appendix A has regard both to the guidance provided through the Joint Negotiating Committee for Local Authority Chief Executives National Salary Framework and Conditions of Service Handbook and to previous practice within Herefordshire.

Community Impact

- 7 The establishment of performance objectives linked to the council's agreed Corporate Plan, and the ongoing assessment of performance and development against those objectives will support the achievement of the council's priorities.

Equality and Human Rights

- 8 The council's policies in relation to job evaluation, recruitment and selection pay full regard to the public sector equality duty.

Financial Implications

- 9 All costs are contained within existing budgets.

Legal Implications

- 10 It is a contractual obligation on the part of both the chief executive and the employing council to engage in a regular process of performance and development appraisal; the responsibility for carrying out the chief executive's PDP lies with senior elected members.

Risk Management

- 11 A framework for the establishment of objectives and ongoing assessment of performance and development mitigates any risks a lack of clarity may generate.
- 12 The chief executive is employed by, and serves, the council as a whole; the process ensures that this underpinning principle is borne in mind.

Consultees

13 Head of Paid Service

Appendices

Appendix A – Proposed framework for the performance and development programme for the chief executive.

Background Papers

- None identified.