

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COUNCIL

3 APRIL 2013

REPORT OF THE CHIEF EXECUTIVE

APPOINTMENT PROCESS AND CHANGE OF ESTABLISHMENT

1. Purpose of Report

1.1 This report seeks to advise Members of the consultation process that has been undertaken on the proposal to replace the post of Assistant Chief Executive - Performance with the post of Corporate Director - Resources at no additional cost. The report further seeks approval from Members to establish the process to make an appointment to that post and to the role of S151 officer.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

2.1 The appointment of the Corporate Director - Resources is required to contribute to the achievement of the Corporate Priorities.

2.2 The Council is required to designate a suitably qualified officer as the statutory S151 officer. It is usual for this role to be fulfilled by a manager in a suitably senior role to be able to fulfill the legal responsibilities of a S151 officer.

3. Background

3.1 In February 2012 an interim secondment was made to the current role of Assistant Chief Executive. The post holder was later also appointed as the S151 Officer in June 2012. The post holder's contract expires at the end of May 2013.

3.2 The combination of these roles together with the current breadth of responsibilities is such that the role is effectively a corporate director. These responsibilities include Finance, Human Resources & Organisational Development, Revenues and Benefits, Property and Estate Management, ICT, Customer Service, Communications, Performance and Electoral Services.

3.3 Since February 2012 the role has been remunerated at a level equivalent to the Corporate Director grade

3.4 Council has determined that the appointment / recruitment process of JNC officers (other than the Chief Executive) is delegated to the Appointments Committee.

3.5 In their meeting of the 29th January 2013 Members approved the recommendation to consult JNC officers on the above proposal.

4. **Current situation / proposal**

- 4.1 A 30 day consultation period has been undertaken with JNC officers and meetings have taken place on 18th February 2013, 12th March 2013 and 21st March 2013. All JNC officers were invited to these meetings and were also offered individual meetings if they didn't want to attend the group meetings. Some officers took up the option of a one- to – one meeting with the Chief Executive.
- 4.2 During the meetings the JNC officers expressed two main concerns over the proposal. Firstly that this Corporate Director post should not be made permanent ahead of a fuller management review. It appears from the consultation that the JNC officers do not object in principle to the role being redesignated as a Corporate Director. They have concern that should a fuller management review put one or more posts at risk of redundancy they will have been disadvantaged. If this post was not filled on a permanent basis it could be deemed a suitable alternative. They would therefore prefer that the appointment is deferred pending that fuller management review.
- 4.3 Secondly the JNC officers would prefer that the Corporate Director role is not designated as the s. 151 officer as this would maximize the opportunities for a wider range of staff to be redeployed into that role. It is the view of the JNC officers that this post doesn't necessarily have to carry the s.151 function and that this role could be assigned to another senior post in the Authority.
- 4.4 The JNC officers have requested an extension to the consultation process to further consider the issues.
- 4.5 The JNC officers proposal to delay appointment is a reasonable suggestion and would guard against the potential risk of creating a redundancy. However, on balance the Chief Executive considers that there is a greater risk to the organization of not making an appointment at this stage. The Chief Executive has emphasized that there is a clear business need to ensure that we swiftly secure stability of leadership in this role given the scale and nature of the financial challenges faced by the Authority. The Chief Executive has also declined the request to extend the consultation period for the same reasons.
- 4.6 It is possible for the S151 role to be held by an officer other than the Director. However, once again given the scale of financial challenge faced by the Council it remains the Chief Executive's view that the current business needs of the Council are best met by the S151 officer being as senior an appointment as possible.
- 4.7 In the event of the Council approving the redesignation of the post and recruitment on a permanent basis the appointment process in respect of this post will be as follows; this would be managed by our in-house HR team and be applied proportionately:-
- Following advertisement, Appointments Committee determine candidates to progress to an assessment centre.
 - Assessment centre to be undertaken, comprising a range of assessments to test candidates' suitability for appointment.

- Following completion of the assessment centre, there will be a further shortlisting exercise to determine suitability to attend the final stage of the selection process.
- The Appointments Committee undertakes the final stage of the selection process and receives feedback on candidates' performance at the assessment centre and interview shortlisted candidates who have demonstrated that they possess the attributes required for the position. The interview comprises a presentation followed by an interview.
- The Appointments Committee determines an appointment based on the outcome of the whole selection process.

5. Effect upon Policy Framework & Procedure Rules

5.1 None.

6. Equality Impact Assessment

6.1 An Equality Impact Assessment (initial screening) has been undertaken which indicates that there are no equality implications in this process.

7. Financial Implications

7.1 The costs associated with the selection process will be met from within existing resources. There is no financial implication of the change in role title.

8. Recommendation

8.1 That the Council accepts the deletion of the post of Assistant Chief Executive – Performance and replacement with the post of Corporate Director - Resources.

8.2 That Council gives authority to for the appointment of the Corporate Director - Resources with S151 responsibility on a permanent basis and to agree the process as outlined in paragraph 4.4.

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Background documents: