

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COUNCIL

3 JULY 2013

REPORT OF THE CHIEF EXECUTIVE

APPOINTMENT PROCESS AND CHANGE OF ESTABLISHMENT

1. Purpose of Report

This report seeks approval to make appointments to the existing three corporate director roles – namely Children’s Services, Wellbeing and Communities. It also seeks approval to consult on the reallocation of some responsibilities between these roles and the existing Assistant Chief Executive (ACE) and in the event of reallocation to amend the ACE pay scale.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 Establishing an appropriate structure at Corporate Management level is essential to the delivery of the Council’s priorities, improvement objectives and business plans. In addition the Council is required to designate suitably qualified and suitably senior officers to fulfill a number of statutory roles – namely Lead Director for Children’s Services, Statutory Director of Education and Statutory Director of Social Services.

3. Background and Proposal

- 3.1 Due to a high level of turnover in the Corporate Management tier in the last 12 months a number of interim arrangements had been put in place pending the arrival of the current Chief Executive. In agreement with cabinet, a thorough review of current arrangements has been undertaken.
- 3.2 A number of options for alternative senior management arrangements have been considered and developed. However, the overriding consideration has been how best to be able to effectively respond to the immediate and foreseen challenges faced by the Council and its communities. These include responding to the challenges of welfare reform, pushing ahead with the integration of social care and health, driving up standards in education and preparing for likely consequences of the Public Services Commission and the anticipated Comprehensive Spending Review.
- 3.3 In order to maximize the Council’s ability to respond effectively to these challenges we need to ensure the greatest possible stability in senior leadership. Therefore it is proposed that the Council moves to make permanent appointments to the two director roles that are currently filled on an interim basis and to appoint a permanent replacement to the Director of Children’s Services who is retiring this year,
- 3.4 There is an opportunity to allocate responsibility for the statutory social services, education and children’s roles more equitably across the management team. Three statutory roles are currently fulfilled by the Director of Children’s services, but spreading responsibility will increase capacity to discharge those roles.

3.5 The three Director roles and proposed allocation of statutory roles are as follows:

- Corporate Director of Childrens Services (Statutory Director of Education and Lead Director for Children’s Services)
- Corporate Director of Wellbeing (Statutory Director of Social Services)
- Corporate Director for Communities

3.6 In addition it is proposed that the Assistant Chief Executive takes on new and additional responsibility for:

- Corporate leadership of commissioning, procurement and contract management;
- The establishment and management of a corporate administration function; and
- The role of Senior Information Risk Owner (SIRO)

3.7 The pay scale for the Assistant Chief Executive post currently represents 85% of the salary for a Corporate Director. Subject to consultation with the Assistant Chief Executive on the new responsibilities it is proposed that the pay scale be amended to 90% of the salary of a Corporate Director.

3.8 In the event of the Council approving the recruitment on a permanent basis to the posts of Director of Children’s services, Wellbeing and Communities, the appointment process in respect of these posts will be as follows;

- Nationally advertise the vacant positions supported by active search and candidate attraction through a recruitment specialist.
- Following advertisement, Appointments Committee determines candidates to progress to an assessment centre.
- Assessments 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.
- Elements of the assessment centre will be used to inform any ongoing development for successful candidates

4. Effect upon Policy Framework & Procedure Rules

4.1 None.

5. Equality Impact Assessment

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

6. Financial Implications

6.1 Tenders will be invited to support the recruitment and selection process as outlined in paragraph 3.8. The recruitment costs, which will be determined by the procurement exercise, will in the first instance be met from existing recruitment budgets with any shortfall being funded from the change management reserve.

6.2 The costs of increasing the pay scale of the Assistant Chief Executive post would add a maximum of £5,203 per annum to the pay bill, which can be accommodated within existing budgets.

7. Recommendation

7.1 That Council gives authority for the appointment of the Corporate Director – Childrens Services (with Statutory Director of Education designation and Lead Director for Children’s Services), the Corporate Director Wellbeing (with Statutory Director of Social Services designation) and the Corporate Director Communities on a permanent basis and to agree the process as outlined in paragraph 3.8.

7.2 That council delegates authority to the Chief Executive to effect the changes to the ACE responsibilities subject to consultation with the postholder and agrees to the pay scale change as outlined in paragraph 3.7.

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Background documents:
Equality Impact Assessment