

# County Council

## 19<sup>th</sup> July 2017

**CORPORATE MANAGEMENT TEAM APPOINTMENTS:  
Director of Education and Children's Services & Director of  
Regeneration and Policy**

**Recommendations / Key decisions required:**

1. That County Council endorse the enclosed job profile and Personal Specifications, for the posts of Director of Education & Children's Services, and Director of Regeneration and Policy
  
2. That County Council endorses the enclosed Job Adverts to allow the post to be publicly advertised as required by the Local Authorities (Standing Orders)(Wales) (Amendment) Regulations 2014.

**Reasons:**

To comply with the Authority's Constitution, and to comply with the revisions to the Local Authorities (Standing Orders)(Wales) (Amendment) Regulations 2014, as set out in the enclosed summary report.

**Relevant scrutiny committee consulted:** N/A  
**Scrutiny committee and date:** N/A

**Executive Board Decision Required:** No  
**Council Decision Required:** YES

**Executive Board Member Portfolio Holders:**

Cllr. Mair Stephens                      Cllr. Linda Evans  
 Cllr. David Jenkins                      Cllr. Jane Tremlett  
 Cllr. Hazel Evans                          Cllr. Emlyn Dole  
 Cllr. Glynog Davies  
 Cllr. Peter Hughes-Griffiths  
 Cllr. Cefin Campbell

<p><b>Directorate:</b> Chief Executive's <b>Report Author:</b> Paul Thomas</p>	<p><b>Designation:</b>  Assistant Chief Executive ( People Management)</p>	<p><b>Tel Nos. / E-Mail Addresses:</b>  01267 246123 PRThomas@Carmarthenshire.gov.uk</p>
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## EXECUTIVE SUMMARY

# County Council

## Date: 19<sup>th</sup> July 2017

### **CORPORATE MANAGEMENT TEAM APPOINTMENTS: Director of Education and Children's Services & Director of Regeneration and Policy**

#### **Director of Education & Children's Services**

Following a previous recruitment exercise, which elicited only 2 applications, the Authority's Shortlisting Panel decided not to proceed to full appointment of a permanent Director of Education & Children's Services. Interim arrangements were agreed for the Head of Education & Children's Services, Gareth Morgans to act up to Director of Education & Children's Services pending a further recruitment exercise towards the end of the 16/17 academic year.

The post of Director of Education & Children's Services is a Chief Officer post and any recruitment to such a post is governed by the Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2014. This is reflected in the Authority's Pay Policy for 2017/2018.

The Regulations require that a "relevant body" ie the County Council:

"draw up a statement specifying—

- (i) the duties of the officer concerned, and
- (ii) any qualifications or qualities to be sought in the person to be appointed;
- (b) make arrangements for the post to be publicly advertised in such a way as is likely to bring it to the attention of persons who are qualified to apply for it; and
- (c) make arrangements for a copy of the statement mentioned in paragraph (a) to be sent to any person on request."

As this post attracts a salary of £100,000 or more, it must be publicly advertised. The only exception to this requirement being where the appointment is being made for a period of up to 12 months.

For Members information, in terms of an appointment to the post, an Appointments Panel (A) of 16 Councillors will be brought together as part of the recruitment and final decision making process.

#### **Director of Regeneration & Policy**

In May 2015, a report was presented to County Council that set out a proposal for the realignment of the Authority's Senior Management Team. As part of those proposals, a new post of Assistant Chief Executive (Regeneration & Policy) was



created. However, since this time, this post has grown significantly to include additional responsibilities including the authority's Translation Unit and key elements of the Corporate Property function.

In addition to this, members will be aware that the biggest ever investment for south west Wales, worth around £1.3. billion, has been secured following the approval of the ground-breaking Swansea Bay City Deal, and we are one of four local authorities that will transform the economic landscape of the area, boost the local economy by £1.8 billion, and generate almost 10,000 new jobs over the next 15 years. Eleven major projects will now get underway, delivering world-class facilities in the fields of energy, smart manufacturing, innovation and life science, with major investment in the region's digital infrastructure and workforce skills and talent underpinning each. This Council will be directly responsible for leading and managing the administration and compliance of projects worth £241m.

Compliance with the Council Constitution.

The General Scheme of Delegation (GSD) allows me, as Chief Executive, to determine all matters relating to Staff, Structures, Employment, Conditions of Service in accordance with the National and Local Conditions of Service, policies and procedures. Specifically, the GSD allows me to approve the deletion of posts or the creation of new posts, and as part of my responsibilities as Head of Paid service, I have the responsibility amongst other things for the numbers and grades of staff required by the Council to discharge its functions. (Section 4, local Government & Housing Act 1989). The recommendations contained within this report are in full compliance with the Council's Constitution.

Paragraph 1.13 of Part 3.2 Functions/Delegation, states that "It shall always be open to an officer to consult an Executive Board Member, a Committee, or its Chair or Vice-chair before the exercise of the delegated powers".

In light of the above, I propose to create a post of Director of Regeneration & Policy to drive and support the work of the Joint Committee to progress the City Deal. This includes the development of 5 case business models for the respective projects and the development of an assurance framework and implementation plan etc.

The post of Director of Regeneration & Policy will replace, and is not additional to, the current post of Assistant Chief Executive (Regeneration & Policy), and as I do not intend replacing the Assistant Chief Executive (Regeneration & Policy) post, this post will now be deemed redundant, and due statutory process will need to be followed.

As members will be aware, every Employer has a legal obligation to identify Suitable Alternative Employment for staff who are at risk of redundancy, and where it is available, and the individual is suitable to undertake the prescribed duties, then the Employer has a duty to offer it. In this instance that decision would need to be taken by Appointments Panel 'A'.

Were we not to offer suitable alternative employment when identified, then any redundancy could be an 'unfair dismissal'.



**Recommendation:**

1. That County Council endorse the enclosed Job Profile and Personal Specifications for both the posts of Director of Education & Children's Services, and the Director of Regeneration and Policy. (Appendices 1 & 2)
2. That County Council endorses the enclosed Job Adverts to allow the both posts to be publicly advertised as required by the Local Authorities (Standing Orders)(Wales) (Amendment) Regulations 2014. (Appendices 3 & 4)

<b>DETAILED REPORT ATTACHED?</b>	<b>No, however the following documents are attached as appendices:</b> <ul style="list-style-type: none"> <li>• Relevant Job Profiles and Personal Specification</li> <li>• Relevant Job Advertisements</li> </ul>
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**IMPLICATIONS**

**I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.**

**Signed: Paul Thomas Assistant Chief Executive**

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>NONE</b>	<b>YES</b>	<b>YES</b>	<b>NONE</b>

- 1. Policy, Crime & Disorder and Equalities** – In accordance with the Council's Constitution and Policy Framework.
- 2. Legal** – As above, and also in accordance with the revisions to the Local Authorities (Standing Orders)(Wales) (Amendment) Regulations 2014
- 3. Finance** – These posts are within the County Council approved budget.
- 5. Risk Management** – Failure to make provision to discharge the functions contained within this departmental portfolio, efficiently and effectively would place the authority at risk.
- 6. Staffing Implications** – In accordance with the Council's Constitution and Policy Framework.



# CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:

Signed: Paul Thomas, Assistant Chief Executive ( People Management & Performance)

1. Executive Board
2. Opposition Spokesperson Group
3. All political Groups
4. Corporate Management Team
5. Scrutiny Committee – N/A
6. Local Member(s) – N/A
7. Community / Town Council – N/A
8. Relevant Partners – N/A
9. Staff Side Representatives and other Organisations – N/A

**Section 100D Local Government Act, 1972 – Access to Information**  
**List of Background Papers used in the preparation of this report:**

1. Local Authorities (Standing Orders)(Wales) (Amendment) Regulations 2014.
2. Pay Policy

Title of Document	File Ref No. / Locations that the papers are available for public inspection
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