

# Council

**Date: Thursday, 5th September, 2019**  
**Time: 5.30 pm**  
**Venue: Council Chamber - Guildhall, Bath**

To: All Members of the Council

Dear Member

**Special Council – Appointment of Chief Executive**

You are invited to attend a meeting of the **Council** on **Thursday, 5th September, 2019** in **Council Chamber - Guildhall, Bath**.

The agenda is set out overleaf.

**Please note the earlier start time.**

Yours sincerely



Jo Morrison  
Democratic Services Manager  
for Chief Executive

## NOTES:

1. **Inspection of Papers:** Papers are available for inspection as follows:

Council's website: <https://democracy.bathnes.gov.uk/ieDocHome.aspx?bcr=1>

Paper copies are available for inspection at the **Public Access points:-** Reception: Civic Centre - Keynsham, Guildhall - Bath, The Hollies - Midsomer Norton. Bath Central and Midsomer Norton public libraries.

2. **Details of decisions taken at this meeting** can be found in the minutes which will be circulated with the agenda for the next meeting. In the meantime, details can be obtained by contacting as above.

3. **Recording at Meetings:-**

The Openness of Local Government Bodies Regulations 2014 now allows filming and recording by anyone attending a meeting. This is not within the Council's control. Some of our meetings are webcast. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators. We request that those filming/recording meetings avoid filming public seating areas, children, vulnerable people etc; however, the Council cannot guarantee this will happen.

The Council will broadcast the images and sounds live via the internet [www.bathnes.gov.uk/webcast](http://www.bathnes.gov.uk/webcast). The Council may also use the images/sound recordings on its social media site or share with other organisations, such as broadcasters.

4. **Emergency Evacuation Procedure**

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are signposted. Arrangements are in place for the safe evacuation of disabled people.

5. **Supplementary information for meetings**

Additional information and Protocols and procedures relating to meetings  
<https://democracy.bathnes.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13505>

**Council - Thursday, 5th September, 2019**  
**at 5.30 pm in the Council Chamber - Guildhall, Bath**

**A G E N D A**

1. EMERGENCY EVACUATION PROCEDURE

The Chairman will draw attention to the emergency evacuation procedure as set out under Note 4.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting. Members are asked to complete the green interest forms circulated to groups in their pre-meetings (which will be announced at the Council Meeting) to indicate:

(a) The agenda item number in which they have an interest to declare.

(b) The nature of their interest.

(c) Whether their interest is **a disclosable pecuniary interest** *or* **an other interest**, (as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer or a member of his staff before the meeting to expedite dealing with the item during the meeting.

4. ANNOUNCEMENTS FROM THE CHAIR OF THE COUNCIL OR FROM THE CHIEF EXECUTIVE

These are matters of information for Members of the Council. No decisions will be required arising from the announcements.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

If there is any urgent business arising since the formal agenda was published, the Chair will announce this and give reasons why she has agreed to consider it at this meeting. In making her decision, the Chair will, where practicable, have consulted with the Leaders of the Political Groups. Any documentation on urgent business will be circulated at the meeting, if not made available previously.

6. APPOINTMENT OF CHIEF EXECUTIVE AND DESIGNATION AS HEAD OF PAID SERVICE AND RETURNING OFFICER (Pages 5 - 8)

The Committee Administrator for this meeting is Jo Morrison who can be contacted on 01225 394358.



<b>Bath &amp; North East Somerset Council</b>	
MEETING:	Council
MEETING DATE:	5 September 2019
TITLE:	<b>Appointment of Chief Executive and designation as Head of Paid Service and Returning Officer</b>
WARD:	ALL
<b>AN OPEN PUBLIC ITEM</b>	
<b>List of attachments to this report: None</b>	

## **1 THE ISSUE**

- 1.1 This report seeks Council's approval of the appointment of a new Chief Executive and the designation of the post holder as Head of Paid Service and Returning Officer and Electoral Registration Officer.

## **2 RECOMMENDATION**

The Restructuring Implementation Committee is recommending that the Council approves:

- 2.1 The appointment of Chief Executive to Mr Will Godfrey on a salary of £147,000 per annum within the approved range with a start date of 7 October 2019.
- 2.2 The designation of the postholder as Head of Paid Service under section 4 of the Local Government & Housing Act 1989 with effect from 7 October 2019.
- 2.3 The designation of the postholder as Returning Officer for all elections and Electoral Registration Officer with effect from 7 October 2019.

## **3 FINANCIAL IMPLICATIONS**

- 3.1 The recurring costs associated with the post of Chief Executive/Head of Paid Service will be met from within the existing Budget provision for pay and related employer on-costs.

## **4 CORPORATE PRIORITIES**

- 4.1 The Council's senior management structures are targeted to allow the Council the maximum opportunity to deliver on its corporate plan where the scale of the financial challenge is great and accepting there will be changes in terms of when and how priorities are delivered.

## **5 THE REPORT**

- 5.1 In May 2019, it was agreed that the post of Chief Executive/Head of Paid Service should be retained within the senior management structure and that all necessary steps be taken to appoint a successor to Ashley Ayre, following the announcement of his retirement. Under the Council Standing Orders, responsibility for making recommendations in respect of the appointment of the Head of Paid Service rests with the Restructuring Implementation Committee.
- 5.2 For this key appointment, the Committee has been supported and taken independent advice from Penna, recruitment consultants with a wide experience in senior public sector appointments, for all recruitment and selection matters.
- 5.3 The post was advertised nationally, in June 2019, attracting a strong field of 19 applicants. Technical interviews/reports of a longlist of 8 candidates (2 female and 6 male) were held in early July. 4 candidates (1 female and 3 male) were invited to attend a two-day recruitment process including discussions with Directors, Cabinet and presentations to key partners and a final interview with the Restructuring Implementation Committee on 16 July 2019. Two Liberal Democrat members were in attendance and the Committee was advised by Maggie Hennessy, a senior consultant from Penna; Helen Bailey, Chief Executive from Sutton Borough Council and Cherry Bennett, Head of HR & OD.
- 5.4 The Committee was impressed by the overall standard of the shortlisted candidates. After careful consideration of all assessment information as well as the final interviews, its unanimous decision is to recommend the offer of appointment of Will Godfrey, currently Chief Executive of Newport City Council whom it considered demonstrated the necessary vision, strategic skills and experience to meet the future needs of the Council and challenges ahead.
- 5.5 It further recommends that the appointment be offered on a starting salary of £147,000 per annum with other conditions of employment being in accordance with those determined for Chief Executives nationally by the Joint Negotiating Committee for Local Authority Chief Executives, as supplemented by locally agreed terms and conditions where agreed from time to time. The appointment is made within the advertised salary range of up to £165,000 per annum and any increase in salary will be awarded upon the successful completion of agreed objectives reviewed by the Leader.
- 5.6 Subject to Council agreeing the Committee's recommendations in this report and the completion of necessary checks, it is anticipated that Mr Godfrey will take up the appointment on 7 October 2019.

## **6 RISK MANAGEMENT**

- 6.1 A risk assessment related to the issue and recommendations has not been undertaken. Section 4 of the The Local Government and Housing Act 1989 requires all local authorities to appoint a Head of Paid Service.

## **7 CLIMATE CHANGE**

- 7.1 The Chief Executive will have direct responsibility for ensuring the Council rises to the strategic leadership challenge of responding to the Climate Emergency

declaration and enables Bath and North East Somerset to achieve the goal of carbon neutrality by 2030. This will include ensuring that the Council leads by example in all its activities, making the radical changes needed, as well as taking a lead role in influencing and working with partners across all sectors locally, regionally and nationally and ensuring wide and deep citizen engagement.

## **8 EQUALITIES**

8.1 An impact assessment has not been carried out. The recruitment and selection process was conducted fairly in accordance with the Council's recruitment and selection procedures and taking account of its Equalities Policy.

## **9 CONSULTATION**

9.1 Recognised trade unions were consulted as part of the Council decision making process regarding the retention of the post of Chief Executive/Head of Paid Service.

## **10 ISSUES TO CONSIDER IN REACHING THE DECISION**

10.1 All issues have been addressed in the body of this report.

## **11 ADVICE SOUGHT**

11.1 The Council's Monitoring Officer (Director of Legal and Democratic Services) and Section 151 Officer (Director of Finance) have had the opportunity to input to this report and have cleared it for publication.

<b>Contact person</b>	Cherry Bennett, Head of HR & OD, tel 01225 477203
<b>Background papers</b>	N/A
<b>Please contact the report author if you need to access this report in an alternative format</b>	

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