

Restructuring Implementation Committee

Date: Thursday 4th September 2025

Time: 10.00 am

Venue: The School room - Guildhall, Bath

Councillor Kevin Guy
Councillor Sarah Warren
Councillor Mark Elliott
Councillor Robin Moss
Councillor Shaun Hughes
Councillor Karen Walker
Councillor Joanna Wright
Councillor Tim Warren CBE

Chief Executive and other appropriate officers
Press and Public



NOTES:

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

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

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. The Council may also use the images/sound recordings on its social media site or share with other organisations, such as broadcasters.

4. Public Speaking at Meetings

The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group.

Advance notice is required not less than two full working days before the meeting. This means that for meetings held on Thursdays notice must be received in Democratic Services by 5.00pm the previous Monday.

Further details of the scheme can be found at:

<https://democracy.bathnes.gov.uk/ecCatDisplay.aspx?sch=doc&cat=12942>

5. 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.

6. Supplementary information for meetings

Additional information and Protocols and procedures relating to meetings

<https://democracy.bathnes.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13505>

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Restructuring Implementation Committee - Thursday 4th September 2025

at 10.00 am in the The School room - Guildhall, Bath

A G E N D A

1. APOLOGIES FOR ABSENCE

2. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out under Note 5.

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.

(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 4.4 Appendix 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. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

5. MINUTES OF PREVIOUS MEETING - 28TH JULY 2025 (Pages 5 - 6)

6. QUESTIONS AND STATEMENTS

7. EXCLUSION OF THE PUBLIC

The Committee is invited to pass the following resolution; that, having been satisfied that the public interest test would be better served by not disclosing relevant information, and in accordance with the provisions of Section 100 (A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business because of the likely disclosure of exempt information.

8. DIRECTOR OF FINANCE (S151 OFFICER) APPOINTMENT (Pages 7 - 12)

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BATH AND NORTH EAST SOMERSET

RESTRUCTURING IMPLEMENTATION COMMITTEE

Monday 28th July 2025

Present:- Councillors Kevin Guy, Sarah Warren, Mark Elliott and Shaun Hughes

8 EMERGENCY EVACUATION PROCEDURE

The Chair drew attention to the emergency evacuation procedure, as set out on the agenda.

9 DECLARATIONS OF INTEREST

There were no declarations of interest.

10 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR

There were no urgent items.

11 MINUTES OF PREVIOUS MEETING - 7TH JULY 2025

On a motion from Councillor Kevin Guy, duly seconded, it was then

RESOLVED that the minutes of 7th July be approved as a correct record and signed by the Chair.

12 QUESTIONS AND STATEMENTS

There were no items from the public.

13 EXCLUSION OF THE PUBLIC

The Committee passed the following resolution;

that, having been satisfied that the public interest test would be better served by not disclosing relevant information, and in accordance with the provisions of Section 100 (A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business because of the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Scheduled 12A of the Act as amended.

14 INTERIM EXECUTIVE DIRECTOR OPERATIONS APPOINTMENT

4 Candidates were interviewed.

It was then unanimously

RESOLVED that the Director of People & Change was given delegated authority to appoint the successful candidate at the end of the interview process that took place on 28th July 2025.

The meeting ended at 3.45 pm

Chair(person)

Date Confirmed and Signed

Prepared by Democratic Services

Bath & North East Somerset Council		
MEETING:	Restructuring Implementation Committee	
MEETING DATE:	4 September 2025	
TITLE:	Director of Finance (S151 Officer) appointment	
WARD:	All	
OPEN PUBLIC ITEM WITH EXEMPT APPENDICES		
List of attachments to this report: Candidate CVs Role profile and portfolio Interview questions		

1 THE ISSUE

- 1.1 To seek the Committee's recommendation to Council for the appointment to the post of Director of Finance and Section 151 Officer.

2 RECOMMENDATION

The Committee is asked;

- 2.1 That the Director of People & Change be given delegated authority to write the report on behalf of the RIC to recommend to Council the name of the individual to be appointed to the post of Director of Finance and Section 151 Officer.

3 THE REPORT

- 3.1 The post of Director of Finance (S151 Officer) was advertised externally during late July and August 2025 with a closing date of Monday 18th August 2025. Penna were appointed as the partners to support this recruitment.
- 3.2 12 applications (4 female and 7 male and 1 not stated) were received for the role.
- 3.3 The shortlisting was completed by the Chief Executive, Executive Director Resources, Cabinet member for Resources and Director of People & Change.
- 3.4 3 applicants (2 female and 1 male) will be invited to attend a face-to-face interview process involving colleagues on 4th September 2025.

4 STATUTORY CONSIDERATIONS

- 4.1 The Council's Recruitment and Selection policy will be followed ensuring that we meet our obligations under the Equality Act 2010.
- 4.2 Section 151 of the Local Government Act 1972 requires local authorities to make arrangements for the proper administration of their financial affairs and appoint a S151 Officer, also known as a Chief Financial Officer (CFO), to have responsibility for those arrangements. As such, the CFO must lead on a local authority's financial functions and ensure they are fit for purpose. CFOs must be professionally qualified and suitably experienced.

5 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 5.1 This is a new post. The salary and costs for the post will therefore need to be considered as part of the Council's budget processes for 2026/27.

6 RISK MANAGEMENT

- 6.1 The Recruitment and Selection Policy was the subject of full Risk Assessment at the time it was adopted by the Council.

7 EQUALITIES

- 7.1 An impact assessment has not been carried out. The recruitment and selection process will be conducted fairly in accordance with the Council's recruitment and selection procedures.
- 7.2 The RIC will ensure, as far as possible, that a diverse range of applicants is considered for the post.

8 CLIMATE CHANGE

- 8.1 The Director of Finance will have delegated responsibility for ensuring that the Council delivers against its Corporate Strategy with regards to tackling the climate and ecological emergencies. 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.

9 OTHER OPTIONS CONSIDERED

- 9.1 None

10 CONSULTATION

- 10.1 This report has been cleared by the Chief Executive, S151 Officer and Monitoring Officer for circulation.

Background papers	Candidate CVs, role profile, portfolio, Shortlisting form
Please contact the report author if you need to access this report in an alternative format	

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Access to Information Arrangements

Exclusion of access by the public to Council meetings

Information Compliance Ref: LGA-2534888
Meeting / Decision: Restructuring Implementation Committee
Date: 4 th September 2025
Author: Cherry Bennett
Report Title: Director of Finance (S151 Officer) appointment Exempt Appendix Title(s): Exempt Appendix A: Candidate CVs Exempt Appendix B: Role profile and portfolio Exempt Appendix C: Interview Questions

The appendices contain exempt information, according to the categories set out in the Local Government Act 1972 (amended Schedule 12A). The relevant exemption is set out below.

Stating the exemption:

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual

The public interest test has been applied, and it is concluded that the public interest in maintaining the exemption outweighs the public interest in disclosure at this time. It is therefore recommended that the exempt appendices be withheld from publication on the Council website. The paragraphs below set out the relevant public interest issues in this case.

PUBLIC INTEREST TEST

If the Committee wishes to consider a matter with press and public excluded, it must be satisfied on two matters.

Firstly, it must be satisfied that the information likely to be disclosed falls within one of the accepted categories of exempt information under the Local Government Act 1972.

The Officer responsible for this item believes that this information falls within the following exemptions and this has been confirmed by the Council's Information Compliance Manager.

The following exemptions are engaged in respect of the appendices:

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual

Exemptions 1 and 2 above must be considered in conjunction with the Principles of the Data Protection Act 2018 (DPA). It is considered that disclosure of the information in this report would breach the first principle of the DPA, which requires personal data to be fairly and lawfully processed.

Secondly, it is necessary to weigh up the arguments for and against disclosure on public interest grounds. It is considered that there is a public interest in decisions relating to employee matters.

Other factors in favour of disclosure include:

- furthering public understanding of the issues involved;
- furthering public participation in the public debate of issues, in that disclosure would allow a more informed debate;
- promoting accountability and transparency by the Council for the decisions it takes;
- allowing individuals and companies to understand decisions made by the Council affecting their lives and assist individuals to challenge those decisions.

However, there is a real risk that the first Principle of the DPA will be breached by this disclosure, and that the individual/s identified within the appendices could bring a successful action against the Council if the disclosure occurred. Therefore, it is recommended that exemptions 1 and 2 in Schedule 12A stand, and that the exempt appendices be discussed in exempt session and that any reporting on the meeting is prevented in accordance with Section 100A(5A)