

# Restructuring Implementation Committee

**Date: Wednesday 12th November 2025**

**Time: 9.00 am**

**Venue: Keynsham room, Civic Centre**

Councillor Kevin Guy  
Councillor Sarah Warren  
Councillor Mark Elliott  
Councillor Robin Moss  
Councillor Shaun Hughes

Non-voting members:

Councillor Karen Walker  
Councillor Joanna Wright  
Councillor Tim Warren CBE

Chief Executive and other appropriate officers  
Press and Public



**Jo Morrison**

**Democratic Services**

Lewis House, Manvers Street, Bath, BA1 1JG

Telephone: 01225 394358

Web-site - <http://www.bathnes.gov.uk>

E-mail: [Democratic\\_Services@bathnes.gov.uk](mailto:Democratic_Services@bathnes.gov.uk)

## 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. This meeting will not be webcast. We request that those filming/recording meetings avoid filming public seating areas, children, vulnerable people etc; however, the Council cannot guarantee this will happen.

### 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>

## **Restructuring Implementation Committee - Wednesday 12th November 2025**

**at 9.00 am in the Keynsham room, Civic Centre**

### **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 - 4TH SEPTEMBER 2025 (Pages 7 - 8)

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 as defined in paragraphs 1 and 2 of Part 1 of Scheduled 12A for the Act as amended.

8. CHIEF EXECUTIVE APPOINTMENT (Pages 9 - 18)

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

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**BATH AND NORTH EAST SOMERSET**

**RESTRUCTURING IMPLEMENTATION COMMITTEE**

Thursday 4th September 2025

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

**Non-voting members:-** Councillors Karen Walker and Joanna Wright

**Apologies:-** Councillor Robin Moss

**Also in attendance:** Will Godfrey – Chief Executive; Simon Parker – Executive Director (Resources); Cherry Bennett – Director of People & Change and Andrew Tromans (Penna).

**15 EMERGENCY EVACUATION PROCEDURE**

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

**16 DECLARATIONS OF INTEREST**

There were none.

**17 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIR**

There were no items of urgent business.

**18 MINUTES OF PREVIOUS MEETING - 28TH JULY 2025**

After being moved and seconded, it was unanimously

**RESOLVED** to approve the minutes of 28<sup>th</sup> July 2025 as a correct record.

**19 QUESTIONS AND STATEMENTS**

There were no items from the public.

**20 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.

**21 DIRECTOR OF FINANCE (S151 OFFICER) APPOINTMENT**

Following interviews, it was unanimously

**RESOLVED**

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.

The meeting ended at 3.10 pm

Chair(person) .....

Date Confirmed and Signed .....

**Prepared by Democratic Services**

Bath & North East Somerset Council		
MEETING:	Restructuring Implementation Committee	
MEETING DATE:	12 November 2025	
TITLE:	Chief Executive (Head of Paid Service) appointment	
WARD:	All	
List of attachments to this report:		
<ul style="list-style-type: none"><li>• Role profile</li><li>• Candidate CVs - exempt information, according to categories 1 and 2 of the Local Government Act 1972 (amended Schedule 12A)</li><li>• Interview questions - exempt information, according to categories 1 and 2 of the Local Government Act 1972 (amended Schedule 12A)</li></ul>		

## 1 THE ISSUE

- 1.1 To seek the Committee's recommendation to Council for the appointment to the post of Chief Executive and Head of Paid Service.

## 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 Chief Executive and Head of Paid Service.
- 2.2 The role will have specific responsibility as its Head of Paid Service for the purposes of Section 4 of the Local Government and Housing Act 1989 and as its Returning Officer for all elections and Electoral Registration Officer.

## 3 THE REPORT

- 3.1 The post of Chief Executive was advertised externally during September 2025 with a closing date of 9 October 2025. Faerfield were appointed as the partners to support this recruitment.
- 3.2 31 applications (9 female and 22 male) were received for this role.

- 3.3 Of these, 13 applicants (5 female and 8 male) were longlisted.
- 3.4 The shortlisting was completed by the members of the Committee; the Leader of the Council, Cabinet member for Resources, Cabinet member for Sustainable Bath and North East Somerset, Independent Group Spokesperson and Director of People & Change. The Labour Group Leader gave their apologies.
- 3.5 5 applicants (4 female and 1 male) have been invited to attend a two day selection process involving a range of colleagues and stakeholders on the 11 and 12 November 2025. The final formal face-to-face interview will be held on 12 November 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 4 of the Local Government and Housing Act 1989 requires local authorities to designate one of their officers as the Head of their Paid Service and provide that officer with such staff, accommodation and other resources as are, in their opinion, sufficient to perform all their duties under this section.

## **5 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)**

- 5.1 This is not a new post. The salary and costs for the post are already in place as part of the Council's budget processes for 2026/27. The salary for the post was advertised at circa £180,000.

## **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 Chief Executive will have 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 S151 Officer and Monitoring Officer for circulation.

<b>Contact person</b>	Cherry Bennett, Director of People & Change <a href="mailto:cherry_bennett@bathnes.gov.uk">cherry_bennett@bathnes.gov.uk</a>
<b>Background papers</b>	Candidate CVs, role profile, Shortlisting report, interview questions
<b>Please contact the report author if you need to access this report in an alternative format</b>	

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**Improving People's Lives****Job Purpose**

To deliver the Council's vision and corporate strategy, working in close partnership with the Leader and Elected Members to ensure value for money services which meet local needs and reflect the Council's priorities to improve people's lives.

To provide inspirational, inclusive and decisive leadership, holding others to account to ensure that the authority delivers responsive, high quality, and cost effective services.

To fulfil the statutory role of Head of Paid Service, ensuring the council's staff, organisation, health and safety, systems and processes are efficient and effective to deliver the Council's priorities.

To fulfil the role of Returning Officer, ensuring that the conduct of an election is in accordance with the law.

To provide system wide leadership across the locality, fostering strong and effective partnerships to maximise the innovative and cost effective use of overall resources

**Key Accountabilities**

- To support the Leader, Cabinet and Elected Members to formulate policies, strategies and plans that reflect the priorities and concerns of B&NES residents and to take full advantage of opportunities and resources available to improve people's lives
- To provide strong visible leadership and direction for the organisation, with the Executive Leadership Team, through compelling communication of the vision and values of the council internally and externally, so as to provide clear direction and purpose.
- To work closely with the Executive Leadership Team and S151 Officer to ensure that a balanced budget (circa £483m gross expenditure) is delivered annually and that a medium term financial strategy is agreed by the Council.
- To oversee the council's commercial operations ensuring appropriate performance management and governance.
- To ensure that capital expenditure plans, and investment plans of the council are affordable and proportionate.
- To ensure that all corporate risk is managed effectively through strong governance processes.
- To ensure the council's capacity and structure is 'fit for purpose' and able to effectively and efficiently meet the needs of the local community and the corporate strategy.

- To lead, develop and inspire an effective and coordinated senior leadership team and all staff (2,600 FTE) to deliver the outcomes agreed by the Council through the timely and successful delivery of operational service plans.
- To create an environment and culture that empowers and requires staff to work collaboratively across the organisation and its partners, and seek continuous improvement in how they deliver services to residents that are innovative, customer focused and effective in delivering the council's agreed outcomes using cutting edge technology to enable transformation.
- To ensure that effective organisational and management arrangements are in place to measure, monitor and review progress on key priorities and deliver strategic and service objectives and outcomes in a timely manner
- To hold the Executive Leadership Team and Corporate Management Team collectively and individually accountable for high standards of performance delivered within agreed frameworks, policies and timeframes
- To work collaboratively, engaging and building strong relationships with partner agencies and stakeholders at local, regional and national levels to deliver improvements and opportunities for B&NES residents and businesses. This includes the West of England Combined Authority (WECA), the Integrated Care System (ICS), the Future Ambition Board (FAB), Universities, schools and colleges in B&NES, parish councils and other local authorities across the south west.
- To ensure To ensure that the statutory duties of the Council are met in accordance with legislation, guidance and regulatory requirements.
- To work effectively with all of the political parties, coalitions, and factions, formally and informally as part of a fair democratic process.
- To ensure that all health, safety and wellbeing responsibilities for staff and the estate are reasonably fulfilled and act as designated management champion of the health and safety function of Bath & North East Somerset Council
- To ensure the Council operates in an open, ethical, transparent, accountable and democratic manner, calling on independent people for scrutiny as required.
- To ensure that the Council serves all communities and provides equality of opportunity in relation to employment and service design and delivery.

## **Critical Leadership behaviours**

- Creates a culture of accountability, constructively and appropriately challenging peers, partners, members and senior leaders to deliver agreed results and model the council's BEST values.
- Champions the needs of the individuals and communities that Bath & North East Somerset serve, ensuring the Council places community needs and voice at the heart of what they do and constantly challenging themselves and others to think from the customer perspective.

- Creates a shared and compelling vision for Bath & North East Somerset helping people internally and externally to understand and engage with the Council's goals.
- Builds strong, strategic partnership relationships and bring partners together to join up solutions to complex issues for the people of Bath & North East Somerset.
- Takes a strategic approach to influencing, drawing on a range of approaches to effectively manage the politics and partnership and position the Council for success internally and externally.
- Understands the local and national, formal and informal political and socio-economic context and stay tapped into the needs and agendas of different stakeholders. Use this understanding to pro-actively shape the context, identify opportunities or consider the best way to deliver.
- Simplifies complexity creating clarity and direction in ambiguous, multifaceted situations for themselves and others.

## Knowledge, Skills & Experience

- A proven track record of delivery at a senior leadership level, demonstrating the ability to manage competing needs to deliver coherent and high quality services.
- Wide experience of formulating visionary policy at a senior and strategic level.
- Proven ability in brokering, coordinating and leading high level partnerships.
- Highly developed skill and sensitivity at operating in a complex environment at a senior level, balancing policy, customer needs and pragmatic compromise.
- Willingness and ability to challenge the status quo and take an innovative approach enabling an effective analysis of situations/problems and effective decisions to create a forward thinking strategy.
- Ability to communicate complex information effectively and clearly using appropriate channels for the situation.
- Proven experience of budgetary management, with clear business acumen and evidence of securing value for money and delivering more with less
- Able to understand the political dimension through recognition of and sensitivity to the political agenda and protocols.
- A proven track record of continuous values-led development of organisations, teams and individuals.



**September 2025**

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## **Access to Information Arrangements**

### **Exclusion of access by the public to Council meetings**

Information Compliance Ref: LGA-2627156
Meeting / Decision: Restructuring Implementation Committee
Date: 12 <sup>th</sup> November 2025
Author: Cherry Bennett
<b>Report Title: Chief Executive (Head of Paid Service) appointment</b>  <b>Exempt Appendix Title(s):</b> <b>Exempt Appendix A:</b> Candidate CVs <b>Appendix B:</b> Role profile and portfolio <b>Exempt Appendix C:</b> 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)