

## Bath & North East Somerset Council

MEETING:	Council
MEETING DATE:	12 November 2020
TITLE:	<b>Senior Management Structure update</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 to the new position of Chief Operating Officer and the appointment of an Interim Monitoring Officer. It also provides Council with an outline update on the proposed senior management structure for the future.

### 2 RECOMMENDATION

The Restructuring Implementation Committee is recommending that the Council approves:

- 2.1 The appointment of Chief Operating Officer to Ms Mandy Bishop on a salary of £120,000 per annum with a start date of 13 November 2020.
- 2.2 The appointment of Interim Head of Legal and Democratic Services and Monitoring Officer to Michael Hewitt on a salary of £80,108 pro rata per annum from 1 December 2020 to 31 March 2021 in the first instance.

### 3 FINANCIAL IMPLICATIONS

- 3.1 The recurring costs associated with the post of Chief Operating Officer will be met from within the existing Budget provision for pay and related employer on-costs.
- 3.2 The cost of the salary for the post of Interim Monitoring Officer will be met from the budget that covered the salary of the Director of Legal & Democratic Services.

### 4 CORPORATE PRIORITIES

- 4.1 The Council's senior management structure is designed to provide the strategic leadership and oversight to enable the Council the maximum opportunity to deliver on its corporate plan.

## 5 THE REPORT

- 5.1 Our financial challenge, both short and medium term is significant. This, along with our new ways of working requires us to overhaul our organisational structure, operations and culture. The change needs to start at the top with a cohort of senior officers committed to delivering the change required.
- 5.2 The departure of the two Corporate Directors over the summer has provided an opportunity to consider the best way to structure our senior management of the Council without incurring significant redundancy costs etc.
- 5.3 We now have a clear corporate strategy and with a reconfigured and streamlined senior management structure, the council will be prepared for the future and well placed to deliver the outcomes required.
- 5.4 In early October 2020, Cabinet and Group Leaders agreed that a new post of Chief Operating Officer should be created with responsibility for the strategic and operational delivery of all frontline services (Adults, Children's, Public Health, and Environment Services) and deputising for the Chief Executive as required. This post is funded from the existing budget provision for pay and related employer on-costs from the Corporate Director salary budget. It was agreed that this post should be recruited to first and prior to any wider reorganisation commencing.
- 5.5 It was also agreed that the current Director portfolios should be reviewed and reorganised to enable delivery of the corporate plan. A new post of Director of Sustainable Places will be created as part of this reorganisation. This role will work closely with the Chief Executive on our place management functions with a particular focus on the ongoing response to the climate and ecological emergency. Further work is currently underway to refine that structure and a formal consultation process with Directors will begin shortly. The new structure will take effect from 1 April 2021. Details of the new structure will be shared with members at the appropriate time once consultation with affected staff has been undertaken.
- 5.6 The post of Chief Operating Officer was advertised internally only during October. 3 candidates (2 female and 1 male) were invited to attend a virtual selection process including discussions with Cabinet and key stakeholders and a final interview with the Restructuring Implementation Committee on 27 October 2020. Two Liberal Democrat members were in attendance, along with the Chief Executive and the Committee was advised by the Director of HR & OD.
- 5.7 The Committee was impressed by the standard of the shortlisted candidates. After careful consideration of all assessment information as well as the final interviews, its decision is to recommend the offer of appointment of Ms Mandy Bishop, current Director of Environment Services whom it considered demonstrated the necessary vision, leadership skills and experience to meet the future needs of the Council and challenges ahead.
- 5.8 It further recommends that the appointment be offered on a starting salary of £120,000 per annum with other conditions of employment being in accordance with those determined for Chief Officers nationally by the Joint Negotiating Committee, as supplemented by locally agreed terms and conditions where agreed from time to time.

- 5.9 Subject to Council agreeing the Committee's recommendations in this report, it is anticipated that Ms Bishop will take up the appointment on 13 November 2020.
- 5.10 The Director of Legal & Democratic Services, Ms Maria Lucas is retiring from her position on 30 November 2020. She holds the statutory role of Monitoring Officer.
- 5.11 Mr Michael Hewitt is the Council's Legal Services Manager and has been in post since 1 September 2016. He has the necessary skills and experience to undertake the Monitoring Officer role and additional management responsibilities.
- 5.12 The Committee recommends that Mr Michael Hewitt be appointed on an interim basis from 1 December 2020 to 31 March 2021 in the first instance.

## **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 Monitoring Officer.

## **7 CLIMATE CHANGE**

- 7.1 The Chief Operating Officer and Monitoring Officer will each have delegated 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 will be consulted on the detail and implementation of the new senior management structure.

## **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.

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<b>Background papers</b>	N/A
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