

# Public Document Pack

## NORTH HERTFORDSHIRE DISTRICT COUNCIL

### EMPLOYMENT COMMITTEE

TUESDAY, 17TH MARCH, 2020

### SUPPLEMENTARY AGENDA

Please find attached supplementary papers relating to the above meeting, as follows:

<b>Agenda No</b>	<b>Item</b>
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| 4. | <b><u>SENIOR MANAGEMENT ARRANGEMENTS</u></b> (Pages 3 - 6) |
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REPORT OF THE SERVICE DIRECTOR – RESOURCES

To provide Employment Committee with relevant background information for the part 2 item.

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**EMPLOYMENT COMMITTEE  
17 MARCH 2020**

**PUBLIC DOCUMENT**

**TITLE OF REPORT: SENIOR MANAGEMENT ARRANGEMENTS**

REPORT OF: THE SERVICE DIRECTOR - RESOURCES

EXECUTIVE MEMBER: LEADER OF THE COUNCIL

CURRENT COUNCIL PRIORITY: ATTRACTIVE AND THRIVING / PROSPER AND PROTECT / RESPONSIVE AND EFFICIENT

NEW COUNCIL PRIORITY: BE A MORE WELCOMING AND INCLUSIVE COUNCIL / BUILD THRIVING AND RESILIENT COMMUNITIES / RESPOND TO CHALLENGES TO THE ENVIRONMENT / ENABLE AN ENTERPRISING AND CO-OPERATIVE ECONOMY / SUPPORT THE DELIVERY OF GOOD QUALITY AND AFFORDABLE HOMES

**1. EXECUTIVE SUMMARY**

1.1 To provide Employment Committee with relevant background information for the part 2 item. The decision made by Council on 27<sup>th</sup> February 2020 means that it is necessary to appoint to the role of Managing Director. As Council have accepted the voluntary redundancy request of the current Chief Executive, the current role of Deputy Chief Executive could be a significant match for the Managing Director role. It is for the Employment Committee to determine the extent of this match and whether to make a recommendation on appointment to Council.

**2. RECOMMENDATIONS**

2.1. That this report be noted and considered when making the part 2 decision.

**3. REASONS FOR RECOMMENDATIONS**

3.1. Following the decision by Council on 27<sup>th</sup> February 2020 it is necessary to consider an appointment to the post of Managing Director.

**4. ALTERNATIVE OPTIONS CONSIDERED**

4.1. These were considered as part of the decision by Council on 27<sup>th</sup> February 2020. Alternative options were rejected as a result of the level of savings that the Council is forecasting that it will need to make.

## **5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS**

- 5.1. This follows the decision by Council on 27<sup>th</sup> February 2020, so all Members have been consulted.

## **6. FORWARD PLAN**

- 6.1 This report does not contain a recommendation on a key Executive decision and has therefore not been referred to in the Forward Plan.

## **7. BACKGROUND**

- 7.1. The Council meeting on 27<sup>th</sup> February 2020 resolved the following:

1. That Council agrees to the deletion of the post of Chief Executive (Head of Paid Service) and the post of Deputy Chief Executive and establishment of a new post of Managing Director (Head of Paid Service), subject to consultation with those affected and at a suitable date to be determined.
2. That Council accept the voluntary redundancy request of the Chief Executive, with an effective leaving date of 17<sup>th</sup> July 2020.
3. That Council approves the use of the Special Reserve to fund the potential redundancy outlined in paragraph 8.3.
4. That Council notes that a further report with a proposed new senior management structure will be brought to Full Council on 2 April 2020.

- 7.2 Formal consultation is being undertaken with all those affected and this is expected to conclude on Monday 23<sup>rd</sup> March.

## **8. RELEVANT CONSIDERATIONS**

- 8.1. The Council's reorganisation policy guidance details the processes to be followed in relation to job matching. This is based on comparing the essential criteria of the person specifications of the existing and new roles. Where the match is greater than 70% then this is a direct match and the employee should be slotted in to the role. Where the match is less than 70%, but the employee is at risk of redundancy then the employee should be ring-fenced to the role. This means that the employee should be given the opportunity to apply through a ring fenced internal application process.

- 8.2. With support from HR, it is for the Employment Committee to fully determine the extent of any match.

## **9. LEGAL IMPLICATIONS**

- 9.1. In paragraph 10.3.4 (a) the Employment Committees Terms of Reference include "to interview candidates for the post of Head of Paid Service and make a recommendation for appointment to Council".

**10. FINANCIAL IMPLICATIONS**

10.1. This restructure is expected to deliver savings to help towards the Council's forecast funding gap.

**11. RISK IMPLICATIONS**

11.1. Human Resources will provide advice to the Committee on the Council's policies and processes in respect of reorganisation. A failure to follow these could create a legal, financial and service delivery risk.

**12. EQUALITIES IMPLICATIONS**

12.1. In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

12.2. There are no equalities implications arising from this report.

**13. SOCIAL VALUE IMPLICATIONS**

13.1. The Social Value Act and "go local" requirements do not apply to this report.

**14. HUMAN RESOURCE IMPLICATIONS**

14.1. These are covered generally within the report.

**15. APPENDICES**

15.1. None

**16. CONTACT OFFICERS**

16.1. Ian Couper, Service Director: Resources, [ian.couper@north-herts.gov.uk](mailto:ian.couper@north-herts.gov.uk), ext: 4243

16.2. Rebecca Webb, HR Services Manager, [Rebecca.webb@north-herts.gov.uk](mailto:Rebecca.webb@north-herts.gov.uk), ext: 4481

**17. BACKGROUND PAPERS**

17.1. Council report, 27<sup>th</sup> February 2020.

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