

BRISTOL CITY COUNCIL

HUMAN RESOURCES COMMITTEE

28 FEBRUARY 2013

Report of: Interim Chief Executive

Title: Strategic Director : Neighbourhoods and City Development

Ward: Citywide

Officer Presenting Report: Chris Dagger, HR Business Partner

Contact Telephone Number: 0117 922680

RECOMMENDATION

The Committee is asked to establish the post of Strategic Director, Neighbourhoods and City Development permanently on a HAY evaluated pay grade, to be verified by an external HAY evaluator not exceeding HAY T (£130,909 pa)

Summary

The post of Strategic Director Neighbourhoods and City Development has been filled on an interim basis since the former Strategic Director City Development left the council in May 2011.

Graham Sims occupied this post until his appointment as Interim Chief Executive when Rick Palmer was then appointed to the interim post.

It is now proposed that the post be advertised and filled on a permanent basis.

The significant issues in the report are:

Approval for the establishment and evaluation of the post will enable the Council to recruit prior to the retirement of the current Interim.

1. Policy

- 1.1 It is a matter for full council to approve the pay and grading structure for Chief Officers. However, this committee has the delegated authority to deal with the application of the pay and grading policy to individual cases and in accordance with the council's Pay Policy.

2. Consultation

2.1 Internal

The Mayor
Senior Leadership Team

2.2 External

Not applicable

3. Context

- 3.1 The Strategic Director, Neighbourhoods and City Development has been an interim post since the former Strategic Director of City Development left the council in May 2011 . The two posts of Strategic Director City Development and Strategic Director Neighbourhoods (both graded Hay S £102,686 - 112,597) were combined to form the post of Strategic Director Neighbourhoods and City Development on a interim basis.
- 3.2 The combining of the two posts resulted in a saving of a senior management post at second tier

4. Other Options Considered

- 4.1 None

5. Risk Assessment

- 5.1 If the Council does not progress a recruitment process soon, further interim arrangements may need to be undertaken.

6. Public Sector Equality Duties

- 6a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:
- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
 - ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to -
 - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
 - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
 - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
 - iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to:
 - tackle prejudice; and
 - promote understanding.
- 6b) As this report relates to one post an impact assessment is not applicable.

Legal and Resource Implications

Legal

The Report details the establishment of a new post at second tier level. The Council's Pay Policy should be applied accordingly."

Husinara Jones for Service Director: Legal Services.

Financial

(a) Revenue:

The combining of the two posts as detailed in paragraph 3 results in the saving of one senior management post at second tier level.

Claire Burston, Finance Business Partner

(b) Capital:

Not applicable

Land

Not applicable

Personnel

Recruitment to this post does not adversely impact on anyone as it is currently covered by an interim arrangement.

Chris Dagger, People Business Partner

Appendices

Appendix A - Pay and Grading Structure for Chief Officers
Appendix B - Draft Job Description

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 Background Papers:

None

APPENDIX A

The pay award for 2009, 2010 and 2011 was 0%

1st & 2nd TIER PAY SCALES		SCP	Pay W.E.F. 1 st April 2011		
GRADE SCALE	HAY JE POINTS		£ per ANNUM	£ per MONTH	£ per HOUR (37)
Grade O	900~1027	80			
		81	64929	5410.75	33.6543
		82	66519	5543.25	34.4785
		83	68134	5677.83	35.3156
		84	69788	5815.67	36.1729
		85	71479	5956.58	37.0494
Grade P	1028~1141	86	73221	6101.75	37.9523
		87	74982	6248.5	38.8651
		88	76765	6397.08	39.7892
		89	78560	6546.67	40.7196
		90	80396	6699.67	41.6713
Grade Q	1142~1299	91	81098	6758.17	42.0351
		92	83124	6927	43.0853
		93	85154	7096.17	44.1375
		94	87180	7265	45.1876
		95	89205	7433.75	46.2372
Grade R (not used)	1300~1499	97	89727	7477.25	46.5078
		98	91829	7652.42	47.5973
		99	93958	7829.83	48.7008
		100	96078	8006.5	49.7996
		101	98197	8183.08	50.8980
Grade S	1500~1719	103	102686	8557.17	53.2247
		104	105129	8760.75	54.4910
		105	107580	8965	55.7614
		106	110027	9168.92	57.0298
		107	112597	9383.08	58.3619
Grade T	1720~2000	110	120620	10051.67	62.5204
		111	123192	10266	63.8535
		112	125762	10480.17	65.1856
		113	128335	10694.58	66.5193
		114	130909	10909.08	67.8534
Deputy	n/a		133185	11098.75	69.0331
Chief Executive			135746	11312.17	70.3606
			138308	11525.67	71.6885
			140613	11717.75	72.8833
			143430	11952.5	74.3434
Chief Executive	n/a		184410	15367.5	95.5843
			186715	15559.58	96.7791
			189533	15794.42	98.2397
			191838	15986.5	99.4345
			194655	16221.25	100.8946



BRISTOL CITY COUNCIL - Appendix B

STRATEGIC DIRECTOR FOR NEIGHBOURHOODS AND CITY DEVELOPMENT BRISTOL CITY COUNCIL

JOB DESCRIPTION

Bristol is at a pivotal point in its history. It is the only UK city of 10 to have voted to have a Mayor in last May's referendum and subsequently to elect an independent entrepreneurial Mayor, George Ferguson, in November, putting Bristol in the spotlight.

The [Strategic Director for Neighbourhoods and City Development](#) will work closely with the Mayor to help shape and deliver his vision of making Bristol the most welcoming, vibrant and caring city in the UK.

It has the strong potential to be one of the most interesting UK public service jobs in a vibrant, growing and ambitious City.

Salary	Subject to HAY evaluation – Second tier
Responsible to	City Director
Responsible for	Supporting the City Director and working with other members of the Council's Senior Leadership Team to provide a "one Bristol" approach in delivering the Mayor's priorities. As part of the Senior Leadership Team, provide strategic leadership to the Council's workforce that ensures delivery of the Mayor's vision for Bristol.

Key Accountabilities

1. Take a strategic lead to deliver agreed city wide outcomes and to contribute to the “One Council” strategic direction.
2. Work in partnership with other agencies, business sectors and the community to deliver good outcomes.
3. Strategically commission resources and activities to deliver agreed priorities and outcomes.
4. Deliver organisational transformation programmes, focussing on delivering quality services and value for money in a timely and interpreted manner.
5. Drive through cultural change to deliver sustainable organisational improvement that secures improved outcomes for both the City and the people of Bristol.
6. Support elected members in undertaking their roles as community leaders and ward members.
7. Lead, direct and performance manage specific service managers, build a valued, confident, developed, empowered and innovative workforce
8. Promote and ensure that the City Council’s communications, equality and health and safety welfare objectives are met.

Person Specification

Experience

- Proven leadership, inspiring staff, setting and ensuring delivery of exacting performance expectations. Securing employee commitment in delivering the organisation's vision and objectives.
- Substantial management experience with regard to the development, management and optimal use of resources, ideally gained in both the public and private sector.
- Proven track record of successfully leading change in a large, complex, multi-functional service area with reducing resources.
- Extensive experience in developing and engaging others in business strategy and organisational plans that translate a vision into reality.
- Demonstrable judgment and ability to make business led decisions, evidenced by a step change improvement in service outcomes and resources available.
- A successful track record of delivering rigorous professional challenge and advice

Person Specification

while keeping productive relationships in a dynamic political environment with multiple stakeholders.

Skills and Abilities

- Excellent interpersonal, communication, persuading and negotiation skills that will inspire the confidence of elected members, the elected Mayor, employees, citizens and other stakeholders.
- The ability to provide inspirational leadership to the Directorate, motivating, empowering and developing employees to create a positive culture of innovation, transformation and delivery.
- A proven track record of leading and managing change across a multi-disciplinary and complex environment.
- The ability to maintain a strategic overview of the issues affecting the Directorate and provide accurate and timely advice to the Mayor and Council, keeping them informed of relevant issues.
- A well developed ability to apply long term strategic thinking to develop a vision and properly articulated delivery plans
- Good commercial awareness and business acumen establishing risk appetite and risk management;
- Good analytical skills and personal judgment with an ability to quickly diagnose underlying causes in a complex environment. Takes informed decisions anticipating,