

Selection Committee

22nd December 2017



Report of: Interim Service Director HR and Workforce

Title: Senior management re-structure

Ward: N/A

Officer Presenting Report: John Walsh (Interim Service Director HR & Workforce) /
Mark Williams (Head of HR)

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Recommendation

That the Committee agrees that where existing job holders are required to attend an interview as part of the selection process in relation to the new senior management structure, the panel members will be the current Interim Head of Paid Service or Interim Service Director HR & Workforce, a member of the Executive and a member of the HR Committee (who is not a member of the Executive).

Summary

The report deals with selection arrangements in relation to the senior management re-structure.

The significant issues in the report are:

- None.



Policy

1. Under the Council's Constitution, the appointment of chief officers (other than the Head of Paid Service, Monitoring Officer and Chief Financial (s151) Officer) is a matter for the Selection Committee.

Consultation

2. **Internal**
Affected jobholders and the HR Committee were briefed on this proposal. No objections have been received. The HR Committee observed that the member of the HR Committee should not be a member of the Executive.
3. **External**
None – not applicable.

Context

4. Where existing jobholders are required to participate in a selection process as part of the ring-fence arrangements, it is proposed that the interview stage will involve a panel comprising of the current Interim Head of Paid Service or Interim Service Director HR & Workforce, a member of the Executive and a member of the Human Resources Committee. An HR Adviser would also attend. Jobholders were advised of these proposed arrangements during consultation and no objections were raised. All the employees affected by the re-structure have previously been appointed by the Selection Committee, so it is considered that the arrangements outlined above are appropriate and will enable the selection processes to be completed efficiently. Panel members must all have received recruitment and selection training to participate.

Proposal

5. That the Committee agrees that where existing job holders are required to attend an interview as part of the ring-fence selection process, the panel members will be the current Interim Head of Paid Service or Interim Service Director HR & Workforce, a member of the Executive and a member of the HR Committee (who is not a member of the Executive).

Other Options Considered

6. None.

Risk Assessment

7. The risk of requiring a full meeting of the Selection Committee in relation to ring-fenced jobholders is that this will introduce significant delays into the appointment process because of the requirement to find available slots in the diaries of 7 members plus a number of officers. This will slow the transitional process to the new structure and create additional anxiety to the affected jobholders.

Public Sector Equality Duties

- 8a) 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.
- 8b) No equality impact assessment has been undertaken because this report concerns a small number of individual employees.

Legal and Resource Implications

Legal

“The Selection Committee may arrange for the discharge of any of its functions by an officer of the Council, unless otherwise directed by the Council. The Committee may therefore lawfully delegate the selection process for the new senior management structure to the proposed interview panel.”

Advice provided by Kate Fryer (Solicitor), 14th December 2017

Financial
(a) Revenue

“There are no financial implications associated with the process as outlined.”

Advice provided by Louise Kaminski (Principal Accountant), 14th December 2017

(b) Capital
Not applicable.

Land
Not applicable.

Personnel

“The HR implications are covered in the report above.”

Advice provided by Mark Williams (Head of HR), 14th December 2017

Appendices:

None.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

None.