

CYNGOR SIR

13 GORFFENAF 2022

RECRIWTIO I SWYDD CYFARWYDDWR LLE (Penodiad parhaol)

Yr Argymhellion / Penderfyniadau allweddol sydd eu hangen:

Bod y Cyngor Sir yn cymeradwyo'r Proffil Swydd a Manyldeb y Person yn ogystal â'r hysbyseb swydd ar gyfer y swydd Cyfarwyddwr Lle

Rhesymau:

Er mwyn cydymffurfio â Chyfansoddiad y Cyngor, ac i gydymffurfio â diwygiadau i Reoliadau Awdurdodau Lleol (Rheolau Sefydlog) (Cymru) (Diwygio) 2014, fel y mae wedi'i nodi yn yr adroddiad cryno.

Ymgynghorwyd â'r pwyllgor craffu

perthnasol:

Amherthnasol

Pwyllgor craffu a'r dyddiad:

Amherthnasol

Angen i'r Cabinet gwneud penderfyniad:

Angen i'r Cyngor gwneud penderfyniad:

Na

Oes

Aelodau'r Cabinet sy'n gyfrifol am y Portffolio:

Y Cyng. Edward Thomas

Y Cyng. Aled Vaughan-Owen

Y Cyng. Ann Davies

Y Gyfarwyddiaeth:

Prif Weithredwr

Swydd:

Prif Weithredwr Cynorthwyol (
Rheoli Pobl)

Rhifau Ffôn / Cyfeiriadau Ebst:

01267 246123

PRThomas@sirgar.gov.uk

Awdur yr Adroddiad:

Paul Thomas

EXECUTIVE SUMMARY

COUNTY COUNCIL
13TH JULY 2022

RECRUITMENT TO THE POST OF DIRECTOR OF PLACE (Permanent appointment)

1. Background

County Council at its meeting on the 13th October 2021 endorsed the decision to introduce temporary arrangements to fulfil the duties of the Director's responsibilities following the resignation of the previous Director of Environment who left the Authority on the 31st December 2021. These arrangements have worked very successfully, however, the Standing Orders Regulations require that such temporary arrangements are in place for no longer than twelve months. This report to put permanent arrangements in place therefore requires the endorsement of the County Council before proceeding with the recruitment process.

The post of Director of Place is a Chief Officer post and any appointment to such a post where the salary is £100,000 or more, is governed by the Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2014. This is reflected in the Authority's Pay Policy for 2022/2023. The Regulations require that a "relevant body" ie the County Council:

"draw up a statement specifying—(i) the duties of the officer concerned, and

(ii) any qualifications or qualities to be sought in the person to be appointed;

(b) make arrangements for the post to be publicly advertised in such a way as is likely to bring it to the attention of persons who are qualified to apply for it; and

(c) make arrangements for a copy of the statement mentioned in paragraph (a) to be sent to any person on request."

In accordance with the Standing Orders Regulation, this report includes the information that requires the endorsement of County Council.

2. Recommendations

In accordance with the Standing Orders Regulations, it is recommended that County Council approve:

2.1 the enclosed Job Profile and Person Specification (Appendix A)

2.2 the enclosed job advert (Appendix B)

**Report
attached?**

No, however the following documents are attached as appendices:
Appendix A - Job Profile and Personal Specification for Director of Place.
Appendix B - Job Advert for Director of Place.

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

Signed: Paul Thomas, Assistant Chief Executive (People Management & Performance)

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	NONE	YES	YES	NONE

1. Policy, Crime & Disorder and Equalities – In accordance with the Council’s Constitution and Policy Framework.

2. Legal – As above, and also in accordance with the revisions to the Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2014.

3. Finance.

The salary for the Director of Environment is in accordance with the County Council’s agreed 22/23 Pay Policy Statement and is within the current budgeted salary. Any net costs of the recruitment process and interim arrangements will be met from departmental reserves.

5. Risk Management – Failure to make provision to discharge the functions contained within this departmental portfolio, efficiently and effectively would place the authority at risk.

6. Staffing Implications – In accordance with the Council’s Constitution and Policy Framework.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:

Signed: Paul Thomas, Assistant Chief Executive (People Management & Performance)

1. County Council
2. Corporate Management Team
3. Scrutiny Committee – N/A
4. Local Member(s) – N/A
5. Community / Town Council – N/A
6. Relevant Partners – N/A
7. Staff Side Representatives and other Organisations – N/A

Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:

1. Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2014.
2. Pay Policy Statement 2022/23

**CABINET MEMBER PORTFOLIO HOLDERS
AWARE/CONSULTED?**

YES