



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Council

26th May 2021

Report of the Head of Human Resources

Matter for Decision

Wards Affected: All Wards

Appointment of Director of Finance and Strategic Programmes

Purpose of the Report:

To approve arrangements to recruit a Director of Finance and Strategic Programmes.

Executive Summary:

This report seeks approval to implement arrangements to appoint a new Director of Finance and Strategic Programmes, following the retirement of the current post holder in October 2021. The timetable aims to ensure a smooth transition, and it is proposed that the post will be advertised on an external and national basis at the end of May 2021, with the final appointment decision determined at a Special Council in July 2021. Specialist external support will be provided to Members by the Society of Local Authority Chief Executives.

Background:

The Council's Director of Finance, Mr Hywel Jenkins, has advised the Council of his intention to retire in October 2021. This timescale provides the opportunity to make an appointment in the summer of 2021, accommodating the notice period that the successful candidate may need to give to his or her current employer and allowing for a smooth transition to a new Director of Finance.

The Council's Constitution sets out that the appointment of a Corporate Director, is the responsibility of full Council. The Special Appointments Committee (SAC) has responsibility for preparing a short-list of qualified applicants.

The Local Authorities Standing Orders (Wales) Amendment Regulations 2014 sets out the requirement for local authorities to advertise all vacant posts with a remuneration package that exceeds £100k per annum. The salary that currently applies to the post of Director of Finance and Corporate Services is £109,837 to £118,447 per annum (subject to any national pay award that may be agreed and applied w.e.f. 1st April 2021).

Advertisement

It is proposed to advertise the position via national advertising and on-line media. In view of the nature of this post, specialist external assistance from the Society of Local Authority Chief Executives (SOLACE) will be provided to support Members throughout the appointment process. This support will include executive search, in order to secure high calibre candidates with an appropriate match to Neath Port Talbot's requirements.

Selection process

The key dates and milestones are set out below:

Date	Milestone
27 th May 2021	Launch recruitment campaign
21 st June 2021	Closing date for applications
1 st July 2021	SAC Long-Listing Meeting
w/c 12 th July 2021	Technical Interviews
16 th / 19 th July 2021	Assessment Centre
26 th July 2021	SAC Final Short-Listing Meeting
30 th July 2021	SPECIAL COUNCIL for appointment decision

Financial Impacts:

Recruitment costs, which include the costs of advertising, specialist support, for example, psychometric testing, candidate travel costs, etc., are expected to be in the region of £25k.

Integrated Impact Assessment:

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment, attached at Appendix 1, has indicated that a more in-depth assessment is not required. A summary is included below:

“A full impact is not required as there is no impact on any protected group. It also has no negative impact on bio-diversity or the Welsh Language”.

Valleys Communities Impacts:

No implications

Workforce Impacts:

This appointment process will be conducted in line with the Council's Officer Employment Procedure Rules.

Legal Impacts:

No implications

Risk Management Impacts:

The timescale set out in this report and the use of specialist support, aims to mitigate against the risk of not being able to appoint in a timely manner.

Consultation:

There is no requirement for external consultation on this item.

Recommendations:

To approve arrangements to recruit a Director of Finance and Strategic Programmes as set out in the report.

Reasons for Proposed Decision:

To ensure a timely transition to a new Director of Finance.

Implementation of Decision:**For Immediate Implementation****Appendices:**

Appendix 1– Integrated Impact Assessment

List of Background Papers:

- The Constitution of Neath Port Talbot County Borough Council
- The Local Authorities (Standing Orders) (Wales) Amendment Regulations 2014

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