



Herbert Warehouse
The Docks
Gloucester
GL1 2EQ

Tuesday, 10 March 2015

TO EACH MEMBER OF GLOUCESTER CITY COUNCIL

Dear Councillor

You are hereby summoned to attend a **MEETING OF THE COUNCIL** of the **CITY OF GLOUCESTER** to be held at the Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP on **Wednesday, 18th March 2015** at **19:00** hours for the purpose of transacting the following business:

AGENDA

8. **APPOINTMENT OF MANAGING DIRECTOR AND HEAD OF PAID SERVICE
(Pages 5 - 8)**

To receive the report of the Leader of the Council, which seeks approval for the appointment of a Managing Director and Head of Paid Service for Gloucester City Council.

Yours sincerely

.....
Martin Shields
Corporate Director of Services and Neighbourhoods

NOTES

Disclosable Pecuniary Interests

The duties to register, disclose and not to participate in respect of any matter in which a member has a Disclosable Pecuniary Interest are set out in Chapter 7 of the Localism Act 2011.

Disclosable pecuniary interests are defined in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 as follows –

<u>Interest</u>	<u>Prescribed description</u>
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the Council) made or provided within the previous 12 months (up to and including the date of notification of the interest) in respect of any expenses incurred by you carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between you, your spouse or civil partner or person with whom you are living as a spouse or civil partner (or a body in which you or they have a beneficial interest) and the Council (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged
Land	Any beneficial interest in land which is within the Council's area. For this purpose "land" includes an easement, servitude, interest or right in or over land which does not carry with it a right for you, your spouse, civil partner or person with whom you are living as a spouse or civil partner (alone or jointly with another) to occupy the land or to receive income.
Licences	Any licence (alone or jointly with others) to occupy land in the Council's area for a month or longer.
Corporate tenancies	Any tenancy where (to your knowledge) – (a) the landlord is the Council; and (b) the tenant is a body in which you, your spouse or civil partner or a person you are living with as a spouse or civil partner has a beneficial interest
Securities	Any beneficial interest in securities of a body where – (a) that body (to your knowledge) has a place of business or

- land in the Council's area and
- (b) either –
- i. The total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
 - ii. If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, your spouse or civil partner or person with whom you are living as a spouse or civil partner has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

For this purpose, “securities” means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

NOTE: the requirements in respect of the registration and disclosure of Disclosable Pecuniary Interests and withdrawing from participating in respect of any matter where you have a Disclosable Pecuniary Interest apply to your interests and those of your spouse or civil partner or person with whom you are living as a spouse or civil partner where you are aware of their interest.

Access to Information

Agendas and reports can be viewed on the Gloucester City Council website: www.gloucester.gov.uk and are available to view five working days prior to the meeting date.

For further details and enquiries about this meeting please contact Tanya Davies, 01452 396125, tanya.davies@gloucester.gov.uk.

For general enquiries about Gloucester City Council's meetings please contact Democratic Services, 01452 396126, democratic.services@gloucester.gov.uk.

If you, or someone you know cannot understand English and need help with this information, or if you would like a large print, Braille, or audio version of this information please call 01452 396396.

Recording of meetings

Please be aware that meetings may be recorded with the Mayor or Chair's consent and this may include recording of persons seated in the Public Gallery or speaking at the meeting. Please notify a City Council Officer if you have any objections to this practice and the Mayor/Chair will take reasonable steps to ensure that any request not to be recorded is complied with.

Any recording must take place in such a way as to ensure that the view of Councillors, Officers, the Public and Press is not obstructed. The use of flash photography and/or additional lighting will not be allowed unless this has been discussed and agreed in advance of the meeting.

FIRE / EMERGENCY EVACUATION PROCEDURE

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions:

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building; gather at the assembly point in the car park and await further instructions;
- Do not re-enter the building until told by a member of staff or the fire brigade that it is safe to do so.

Gloucester City Council

Meeting:	Council	Date:	18 March 2015
Subject:	Appointment of Managing Director and Head of Paid Service		
Report Of:	Leader of the Council		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
Contact Officer:	Tanya Davies, Democratic and Electoral Services Manager		
	Email: tanya.davies@gloucester.gov.uk	Tel:	39-6125
Appendices:	None		

FOR GENERAL RELEASE

Note: The special circumstances for non-compliance with Access to Information Rule 5 and Section 100B (4) of the Local Government Act 1972 (as amended) (items not considered unless the agenda is open to inspection at least five days in advance of the meeting) were that the recruitment timetable meant that the preferred candidate was not selected until 17 March 2015.

1.0 Purpose of Report

1.1 To approve the appointment of a Managing Director and Head of Paid Service for Gloucester City Council. The appointed person will also take up the position of Commissioning Director for Gloucestershire County Council.

2.0 Recommendations

2.1 Council is asked to **RESOLVE** that:

- (1) Jonathan McGinty be appointed as Managing Director and Head of Paid Service for Gloucester City Council with a start date to be confirmed.
- (2) It be noted that Jonathan McGinty is also appointed as Commissioning Director for Gloucestershire County Council.
- (3) Authority be delegated to the Acting Head of Paid Service, Gloucester City Council, in consultation with Group Leaders and the Chief Executive, Gloucestershire County Council, to agree appropriate joint governance arrangements and enter into any necessary agreements.
- (4) The Monitoring Officer be instructed to make any consequential amendments to the Constitution.

3.0 Background and Key Issues

3.1 On 20 November 2014, Gloucester City Council approved a proposal for the joint appointment of a Managing Director for the City Council and Commissioning

Director for Gloucestershire County Council, and that the statutory post of Head of Paid Service for the City Council would be assigned to the Managing Director from the date of appointment.

- 3.2 It was agreed that Gloucester City Council be the employing authority and that both roles be shared equally (18.5hrs per week), with all costs associated with the roles to be split equally between both organisations, now and in the future.
- 3.3 The recruitment process was designed by Penna who were appointed by both authorities to support the process and with input from the Local Government Association (LGA). Each organisation appointed a panel of Members to sit on the appointment panel:

Gloucester City Council

Councillor Paul James (Leader of the Council and Leader of the Conservative Group)

Councillor Kate Haigh (Leader of the Labour Group)

Councillor Jeremy Hilton (Leader of the Liberal Democrat Group)

Gloucestershire County Council

Councillor Mark Hawthorne (Leader of the Council and Leader of the Conservative Group)

Councillor Lesley Williams (Leader of the Labour Group)

Councillor Iain Dobie (Deputy Leader of the Liberal Democrat Group)

- 3.4 The advertisement was published on 19 January 2015, with a closing date of 18 February 2015. The position was advertised widely on the internet and in professional journals.
- 3.5 24 applications were received. Longlisting took place on 25 February and shortlisting on 9 March. Assessments and interviews took place on 16 and 17 March.

4.0 Alternative Options Considered

- 4.1 The preferred candidate was selected following a thorough recruitment and assessment process.

5.0 Reasons for Recommendations

- 5.1 To appoint a Managing Director and Head of Paid Service following a recruitment process.

6.0 Future Work and Conclusions

- 6.1 Following approval of the appointment a start date will be confirmed. The Council is asked to give delegated authority to the Acting Head of Paid Service, Gloucester City Council in consultation with Group Leaders and the Chief Executive, Gloucestershire County Council, to agree appropriate joint governance arrangements and enter into any necessary agreements.

7.0 Financial Implications

- 7.1 The agreed salary for the appointment is £115,000, which will be split equally between the City and County Councils.

(Financial Services have been consulted in the preparation this report.)

8.0 Legal Implications

- 8.1 The Council has a statutory duty under Section 4 Local Government and Housing Act 1989 to appoint a Head of Paid Service and these arrangements fulfil that duty.

(Legal Services have been consulted in the preparation this report.)

9.0 Risk & Opportunity Management Implications

- 9.1 There are no risks associated with the recommendations in the report.

10.0 People Impact Assessment (PIA):

- 10.1 The PIA Screening Stage was completed and did not identify any potential or actual negative impact, therefore a full PIA was not required.

11.0 Other Corporate Implications

Community Safety

- 11.1 There are no community safety implications.

Sustainability

- 11.2 These arrangements provide resilience for the future and offer direct influence in community focused service delivery.

Staffing & Trade Union

- 11.3 These arrangements will bring stability to staff following a period of change

Background Documents: None

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