



Council

8th April 2019

Subject: Designation of Head of Paid Service Role and Director of Sure Staff

Report by:

Monitoring Officer

Contact Officer:

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Purpose / Summary:

To change the designation of the role of Head of Paid Service and to ratify the nomination of Karen Whitfield as Director of the Sure Staff group of companies.

RECOMMENDATION(S):

1. That Council accepts the recommendation from Chief Officer Employment Committee that Ian Knowles the Executive Director of Resources is designated as the Head of Paid Service for West Lindsey District Council on an interim basis with effect from 1st May 2019.
2. That Council ratify the nomination of Karen Whitfield as director for WLDC Trading Limited, WLDC Staffing Services Ltd and Surestaff Ltd with immediate effect.

IMPLICATIONS

Legal:

The Executive Director of Operations/Head of Paid Service has given notice that he intends to retire on 1st October 2019. The post holder is required to give the council three months' notice but has given more notice to enable the Council to plan its future structure. He has formally agreed to relinquish the role of Head of Paid Service with effect from 30th April 2019.

The Council is legally required to designate one of its officers as Head of Paid Service. This report enables the Council to comply with these legal obligations

Financial : FIN/216/19 TJB

The role of Head of Paid Service is not remunerated. The roles of Director of WLDC Trading Limited, WLDC Staffing Services Ltd and Surestaff Ltd are not remunerated. Therefore there are no financial implications arising directly from this report

Staffing

The Council is required to designate one of its officers as Head of Paid Service.

Equality and Diversity including Human Rights :

N/A

Risk Assessment :

Covered in the legal advice above

Climate Related Risks and Opportunities :

N/A

Title and Location of any Background Papers used in the preparation of this report:

None

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

1. Background

- 1.1 The current Executive Director of Operations/Head of Paid Service has made the Leader of the Council aware of his intention to retire on 1st October 2019. He has done so in advance of the 3 months formal notice that he is required to give, so that the Council has time to consider its options and accommodate this change with the least possible disruption to operation of the Council and its services.

2. Head of Paid Service

- 2.1 The Head of Paid Service is not a post within the Council's structure. It is a statutory role, which in accordance with Section 4 of the Local Government and Housing Act 1989 the Council must designate to one of its officers. The Head of Paid Services is responsible for ensuring that appropriate structures are in place to deliver the services and ambitions of the Council.
- 2.2 Since July 2017 Mark Sturgess the Executive Director of Operations has been designated as the Head of Paid Service for West Lindsey District Council. As he has indicated his intention to retire it is appropriate to designate the role to another officer of the Council who can therefore plan for and implement a structure in the future. Any changes to the senior management structure would require consultation with the Chief Officer Employment Committee and any subsequent appointments would need to be agreed by full Council.

3. Chief Officer Employment Committee

- 3.1 The Chief Officer Employment Committee considered a report on the Designation of the role of Head of Paid Service on 19th February and an extract of the minutes of this meeting are detailed below.

“RESOLVED that should the Executive Director of Operations agree to relinquish the designation as Head of Paid Service:

- (a) it be **recommended** to Full Council that Ian Knowles the Executive Director of Resources is designated as the Head of Paid Service for West Lindsey District Council on an interim basis.

4. Director of WLDC Trading Limited, WLDC Staffing Services Ltd and Surestaff Ltd

- 4.1 The Director of Operations held the role of director of the companies detailed above until 15th February 2019. From the 15th February he used his power to sub delegate this role to the Communities and Commercial Programme Manager, Karen Whitfield.

- 4.2 The Director of Operations has indicated that he plans to retire on 1st October 2019. In order to prepare for this change it is necessary to ratify the appointment of the Communities and Commercial Programme Manager by Full Council directly.
- 4.3 The Constitution will be amended at Annual council to remove the ability to sub delegate this responsibility in the future.