



**Chief Officer Employment  
Committee**

**Date 7 May 2026**

**Subject: Senior Management Structure and Approval to Recruit**

**Report by:**

Paul Burkinshaw, Chief Executive

**Contact Officer:**

Lynne Thomsett, People Services Manager

### **Executive Summary:**

This report provides an update on the review of the council's senior management structure following consideration by the committee at its meeting held on 17<sup>th</sup> December 2025 and seeks approval to recruit to the positions of 'Director - Environment and Cultural Services' and 'Head of Revenues and Benefits' as part of this review.

### **Appendices to Report**

Appendix 1 – Final Senior Management Structure

Appendix 2 (Exempt) - Assessment of Recruitment Supplier Proposals (to follow)

### **RECOMMENDATION(S):**

- (1) That the committee notes the progress in connection with the senior management restructure, and**
- (2) That the committee approve the arrangements for the recruitment for the positions of Director- Environment and Cultural Services and Head of Revenues and Benefits as set out in the report**

## **1. Introduction**

- 1.1 On 17 December 2025 Chief Officer Employment Committee approved proposals for a review of the council's Senior Officer structure and delegated authority to the Chief Executive, in consultation with the Chairman of the Committee, the Chief Financial (S151) Officer and the People Services Manager as appropriate to take all necessary action to implement the proposals set out in the report and to make any minor revisions to the structure.
- 1.2 Following the meeting of the Chief Officer Employment Committee, a period of consultation with affected employees was undertaken and subsequently a final structure was agreed as set out in Appendix 1.
- 1.3 Designations are being made where appropriate to the positions within the structure, and two positions that remain vacant are now proposed for recruitment through external advert –
  - Director- Environment and Cultural Services
  - Head of Revenues and Benefits.
- 1.4 The Head of Policy role is ring-fenced for internal candidates who would otherwise be displaced by the review.

## **2. Recruitment to vacant positions**

- 2.1 The post of Director – Environment and Cultural Services is a Chief Officer position and provides strategic leadership across key frontline services critical to the delivery of the Council's Corporate Plan as set out in the structure chart.
- 2.2 The position of Head of Revenues and Benefits operates as a Deputy Chief Officer position and is essential for ensuring the effective delivery of statutory revenue and benefits services, financial resilience and support to the council's wider financial strategy. The post will also have responsibility for the leading council's role in the Crisis and Resilience Fund.
- 2.3 It is proposed that recruitment to both posts will be undertaken through an open and competitive process incorporating external advertising and Executive search support for the Director role.
- 2.4 Proposals have been invited from four recruitment agencies with experience in local government senior appointments. These have been evaluated and are provided in exempt Appendix 2 (to follow)
- 2.5 It is proposed that:
  - a specialist executive recruitment agency be appointed to support the recruitment to the Director – Environment and Cultural Services post;

- That recruitment to the Head of Revenues and Benefits post proceed through normal external advertising or agency support, depending on market response and value for money considerations.
- That authority be delegated to the Head of Paid Service, Director of Corporate Services and Head of People Services, in consultation with the Chair of the Chief Officer Employment Committee to recruit and appoint a Head of Revenues and Benefits.

### Options analysis

	Option	Rational for not recommending
1	Do not recruit to Director – Environment and Cultural Services.	Potential for service delivery failure due to lack of capacity at the senior level.
2	Do not appoint a specialist recruitment agency to assist with the recruitment of Director- Environment and Cultural Services.	External advertising demonstrates transparency and openness, reduces legal challenge risk, supports equality of opportunity and demonstrates value for money and best candidate selection.  Specialist recruitment agencies can add value to the process, particularly in relation to candidate reach, market intelligence and engagement with suitable candidates who may not be actively seeking new roles.
3	Do not delegate authority to recruit and appoint a Head of Revenues and Benefits.	This could cause unnecessary delays, particularly whilst the recruitment to the Director role is underway simultaneously.

## 4. Conclusion

- 4.1 Approval of the proposed arrangements will enable the council to proceed promptly with the recruitment of two critical senior leadership positions, ensuring continuity of good quality services for residents.

## ASSOCIATED IMPLICATIONS

**Legal:** Recruitment will comply with statutory requirements relating to the appointment of Chief Officers and Deputy Chief Officers.

### **Financial: FIN/23/27/COEC/SL**

The senior management structure has been reviewed against existing budget provision and the proposals are fully funded for 2026/2027.

Recruitment costs will be met from savings arising from the vacant Director post.

The organisational establishment will be updated to reflect the structure once fully approved and implemented and will be incorporated into the Medium Term Financial Plan from 2027/2028.

### **Staffing:**

The staffing implications are set out within this report.

### **LGR implications:**

All employees will be protected under TUPE arrangements. This means that terms and conditions are protected at the point of transfer.

### **Equality and Diversity including Human Rights:**

All appointments will be made on merit following a fair, open and transparent recruitment and selection process.

### **Data Protection Implications:**

All recruitment and employee data is held in accordance with data protection legislation.

### **Climate Related Risks and Opportunities:**

None.

### **Section 17 Crime and Disorder Considerations:**

None.

**Health Implications:**

None.

**Risk Assessment:**

Failure to appoint to these roles in a timely manner may impact:

- service delivery;
- financial management; and
- organisational capacity.

**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**