

SUBJECT:	City Deal
MEETING:	Council
DATE:	December 2017
DIVISION/WARDS AFFECTED:	All

1. PURPOSE:

The purpose of this report is to provide Council with an update on some key elements within the City Deal programme.

2. RECOMMENDATIONS

- a) To seek approval for Monmouthshire County Council to host the temporary/ fixed term contract of employment for the City Deal Programme Director post for a three- year period from 1 April 2018. The nature of the contract will be determined by the appointment of the successful candidate and will be via either a secondment basis or a fixed term appointment basis.
- b) To report this role to Council and to ratify Council approval for the employment of a post which is in excess of £100,000 per annum.

Under The Local Authorities (Standing Orders) (Wales) Regulations 2006, as amended in 2014, due to the fact that the proposed remuneration of the City Deal Programme Director will be in excess of £100,000 per annum, there is a necessity for the role to be reported to Council.

Due to the secondment / fixed term contract arrangements identified above, the current employer of the successful candidate will not be known until after the recruitment process has been completed, therefore the post needs to be ratified by whichever Council is the employer, and until this takes place only a conditional offer would be able to be made.

An update report will be provided to Council following the recruitment & selection appointment process.

3. BACKGROUND

Between 25th January 2017 and 9th February 2017, Council approval was received from the ten partnering Local Authorities within the Cardiff Capital Region for the establishment of the Cardiff Capital Region Joint Cabinet to deliver the commitments set out in the City Deal Heads of Terms document.

In order to progress the development of the City Deal, a Programme Management office was put in place that has been staffed through temporary arrangements. This includes the role of Programme Director in which the current incumbent is employed on a temporary contract up to 31st March 2018. The temporary contract of employment is currently hosted by Monmouthshire County Council, costs of which are met from the City Deal budget.

4. KEY ISSUES

It is envisaged that Cardiff Council as the Accountable Body will oversee the recruitment process for this role; however, the host of the post will be Monmouthshire County Council. If the successful candidate comes from within the 10 City Deal Local Authorities, they will be seconded from their current employer to Monmouthshire County Council for a period of 3 years. If the successful candidate comes from outside of the 10 City Deal Local Authorities, then they will be employed on a fixed term contract for 3 years with Monmouthshire County Council.

It is proposed that all 10 City Deal Local Authorities will advertise the post across their websites for both internal and external candidates, directing applicants to the Cardiff City Council website in order to complete an application form.

In addition to this, an advert will be placed on People Exchange Cymru, which is a website of roles within the public sector in Wales. There is no cost to this. As there is a need to attract as wider prospective candidates as possible it will also be advertised in The Municipal Journal (the management journal for local authority business), where a half page advert will be approximately £7,000.00. In addition, it will be advertised in The Guardian national newspaper, which will be an approximate cost of £6,000.00 for a quarter- page advert. Due to arrangements already in place between the Guardian and Cardiff City Council, it will also be advertised on the Guardian website at no additional costs.

It is envisaged that to attract as many quality candidates as possible the adverts will be placed during January 2018.

A rigorous recruitment and selection process will be undertaken with cross party representation from across the 10 local authorities. Once an Appointment Panel is formed, there will be a requirement for the same individuals to sit on the panel at every stage of the process.

The panel, if not already trained, will be provided with equality training concerning recruitment and selection.

The post of City Deal Programme Director will be included in Monmouthshire's Pay Policy published for 2018.

5. REASONS

As there has been significant progress with the City Deal process and we are at a time of moving into the formal programme stages, there is a requirement to formalise the role of Programme Director and put more long-term employment arrangements in place. This will provide sustainability for the programme going forward.

6. RESOURCE IMPLICATIONS

Cardiff City Council oversee the budgetary aspects of City Deal and the City Deal Programme Director post and related employment costs are funded from within the City Deal budget.

7. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS

EQIA attached

8. CONSULTEES

Cardiff City Region partners

Independent Remuneration Panel (IRP)

Senior leadership Team (SLT)

9. BACKGROUND PAPERS

10. AUTHOR: Paul Matthews, Chief Executive