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Date: Friday, 26 March 2021

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Dear Member

## **COUNCIL - WEDNESDAY, 31 MARCH 2021**

I am now able to enclose, for consideration at the Wednesday, 31 March 2021 meeting of the Council, the following reports that were unavailable when the agenda was printed.

<b>Agenda No</b>	<b>Item</b>	<b>Page</b>
4.	<b>Appointment of the New Chief Executive</b>	(Pages 2 - 4)

Yours sincerely

June Gurry  
Clerk

**Meeting:** Council                      **Date:** 31 March 2021

**Wards Affected:** All

**Report Title:** Appointment of Chief Executive

**Cabinet Member Contact Details:** Cllr. Steve Darling – Leader of the Council  
[Stephen.darling@torbay.gov.uk](mailto:Stephen.darling@torbay.gov.uk)

**Director/Assistant Director Contact Details:** Susan Wiltshire, Head of HR  
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### 1. Purpose of Report

Following the resignation of the previous Chief Executive, the Employment Committee was tasked with the recruitment of a permanent Chief Executive.

Working with SOLACE for Business, an advertisement was placed nationally and the final interviews were held on 24 and 25 March 2021. The Employment Committee, a cross section of officers across the organisation and invited partners all took part in a two-stage selection process.

The purpose of this report is for Council to consider the recommendation of the Employment Committee.

### 2. Reason for Proposal and its benefits

We want Torbay and its residents to thrive.

We want Torbay to be a place where we have turned the tide on poverty and tackled inequalities; where our children and older people will have high aspirations and where there are quality jobs, good pay and affordable housing for our residents.

We want Torbay to be the premier resort in the UK, with a vibrant arts and cultural offer for our residents and visitors to enjoy; where our built and natural environment is celebrated and where we play our part in addressing the climate change emergency.

2.1 The proposals in this report help us to deliver this ambition ensuring the Council fulfils the requirement to have a permanent Head of Paid Service who can lead and support the organisation to achieve all the key objectives of the Council:

- thriving people;
- thriving economy;

- tackling climate change;
- Council fit for the future.

2.2 This will include leading on the Council's responsibilities as corporate parents and in supporting those with learning disabilities, and the organisation's aspirations to tackle poverty, deprivation and vulnerability.

2.3 In addition, the proposal also addresses the continuation of the appointment of the Interim Monitoring Officer.

2.4 Under the Council's Constitution, it is the role of Council to appoint the Monitoring Officer and the Head of Paid Service cannot fulfil this role. Therefore, in agreeing to the recommendations of the Employment Committee in relation to the appointment of Chief Executive, it is also necessary for Council to have a separate Monitoring Officer.

### **3. Recommendation(s) / Proposed Decision**

- (i) That Anne-Marie Bond be appointed to the permanent post of Chief Executive and Head of Paid Service, based on 37 hours per week and on an annual salary of £145,000 per annum, with effect from 1 April 2021.
- (ii) That, subject to the approval of (i) above, Amanda Barlow, Head of Legal Services, continues in the role as Interim Monitoring Officer.

## **Supporting Information**

### **1. Introduction**

Following the appointment of an Interim Chief Executive, the Employment Committee began the appointment process under the agreed Job Description. Under the restrictions of the COVID-19 pandemic, a thorough process was carried out by the Employment Committee with support from SOLACE in Business and with the involvement of a range of a wide range of stakeholder partners and staff. A unanimous recommendation was reached on 25 March 2021 to appoint Anne-Marie Bond.

Subsequent discussions have been held with Mrs Bond and she has indicated her willingness to accept the appointment and commence duties from 1 April 2021.

### **2. Options under consideration**

A robust process has been followed by the Employment Committee, involving taking independent advice from SOLACE, conducting technical interviews, psychometric testing, and panel interviews prior to shortlisting. Two applicants were shortlisted following this process and a further two-day interview process was conducted.

The Employment Committee were unanimous in its decision to recommend the appointment of Mrs Bond.

In her substantive role as Director of Corporate Services, the current Interim Chief Executive was the Council's Monitoring Officer. Upon her appointment to Interim Chief Executive on 1 August 2020, the Deputy Monitoring Officer was appointed Interim Monitoring Officer for the same duration.

The Local Government and Housing Act 1989 requires that the Monitoring Officer cannot be the Head of Paid Service and therefore the Council will need to make arrangements for the appointment of a Monitoring Officer. It is proposed to continue the interim arrangements for the Monitoring Officer to enable the new Chief Executive to undertake a review.

### **3. Financial Opportunities and Implications**

The post of Chief Executive has been graded under the Council's Hay Evaluation Scheme, and the Employment Committee considered the terms and conditions of employment. The salary has been agreed with advice sought from Human Resources and having considered salary benchmarking data.

### **4. Legal Implications**

Under the Local Government and Housing Act of 1989, the Council is required to have a Head of Paid Service and Monitoring Officer. Both posts cannot be held by the same person.

### **5. Engagement and Consultation**

The Employment Committee included staff, stakeholder partners and directors in the recruitment process.

### **6. Purchasing or Hiring of Goods and/or Services**

Not applicable.

### **7. Tackling Climate Change**

Not applicable.

### **8. Associated Risks**

#### Chief Executive

If Torbay Council fails to appoint a high quality candidate this will affect service delivery and prolong the need for an interim appointment. This will negatively impact on the organisation both in its ability to demonstrate permanent and stable leadership to central Government, as well as prevent the organisation from being able to move forward with its key objectives.

#### Monitoring Officer

There is a statutory requirement for the Council to appointment a Monitoring Officer.