

Council

Date of Meeting: 22 May 2019

Report Title: Appointment of the Director of Governance and Compliance (and Monitoring Officer)

Senior Officer: Mark Taylor, Interim Director of Corporate Services

1. Report Summary

- 1.1 The Staffing Committee met on 10 April 2019 and resolved that Council be recommended to approve the appointment of Jan Bakewell to the new position of Director of Governance and Compliance, including the Monitoring Officer role, at the inclusive salary of £102,842.00, and subject to satisfactory references and Cabinet consultation.
- 1.2 Subsequently, Cabinet members were consulted and supported the recommendation.
- 1.3 Satisfactory references have also been received in respect of Jan Bakewell following the selection process on 10 April 2019.

2. Recommendation

The Council be recommended to approve the appointment of Jan Bakewell as the Director of Governance and Compliance (and Monitoring Officer) on an inclusive salary of £102,842 per annum.

3. Reasons for Recommendation/s

In accordance with the Constitution, Council must approve the appointment of the Council's Monitoring Officer as a Statutory Officer.

4. Other Options Considered

Not applicable

5. Background

- 5.1 The recruitment process for the Director of Governance and Compliance (and Monitoring Officer) has been conducted by the Staffing Committee.
- 5.2 There were 19 applicants for the post, 11 were taken forward to long-listing. Following short-listing five applicants were invited to interview, with one person withdrawing from the process. Four candidates attended the final selection process which involved an assessment centre including presentation and a formal interview with the Staffing Committee Members on 10 April 2019.
- 5.3 The Staffing Committee Members agreed that the position of Director of Governance and Compliance (and Monitoring Officer) be offered to Jan Bakewell.
- 5.4 Satisfactory references have been received in respect of Jan Bakewell following the selection process on 10 April 2019.
- 5.5 Jan Bakewell is currently the Deputy Director, Legal & Governance at St Helen's Borough Council and Monitoring Officer. She has 20 years practising experience and was Head of Legal Service (from October 2010) prior to her current position.

6. Implications of the Recommendations

6.1. Legal Implications

The designation of Monitoring Officer must be approved by Council. The Monitoring Officer is appointed under Section 5 of the Local Government and Housing Act 1989.

6.2. Finance Implications

This post of Director of Governance and Compliance (and Monitoring Officer) is an established position within the Council's senior management structure and funded within the Council's staffing budgets.

6.3. Policy Implications

There are no direct policy implications.

6.4. Equality Implications

There are no direct equality implications.

6.5. Human Resources Implications

Actions have been undertaken in accordance with the Constitution and appropriate policies and procedures.

6.6. Risk Management Implications

Actions have been undertaken in accordance with appropriate policies procedures and scheme of officer delegation.

6.7. Rural Communities Implications

There are no direct implications for rural communities.

6.8. Implications for Children & Young People/Cared for Children

There are no direct implications for children and young people.

6.9. Public Health Implications

There are no direct implications for public health.

7. Ward Members Affected

None applicable.

8. Access to Information

None applicable.

9. Contact Information

Any questions relating to this report should be directed to the following officer:

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