

**STANDARDS & ETHICS COMMITTEE: 17 SEPTEMBER 2007**

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**REPORT OF THE MONITORING OFFICER AGENDA ITEM: 8**  
**SENIOR MANAGEMENT ARRANGEMENTS**

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**Reason for this Report**

1. To provide the Committee with up-to-date information relating to the Council's new senior management structure

**Background**

2. On 27 February 2007, as part of the budgetary process, the Council established a Fundamental Operational Review and also delegated the Chief Executive, in consultation with the Executive, the authority to establish new senior management arrangements for the Council.

**Progress to date**

3. On 9 July 2007 after extensive consultation with the Executive, senior staff, the trade unions and independent advisers, the Chief Executive established new senior management arrangements which are set out in **Appendix A and Appendix B** to this report.
4. The new senior management arrangements have been implemented with effect from 9 July 2007 and information about the new arrangements has been circulated to Members, senior managers and trade unions. The new arrangements have the following effect:
  - An unchanged **Social** portfolio under Neelam Bhardwaja. This management portfolio area includes Chris Jones (Schools & Lifelong Learning), Maria Michael (Children's Services) and Michael Murphy (Adult Services). It remains unchanged to provide business continuity and stability in order to address significant challenges over the next twelve months, but will be reviewed as part of the Fundamental Operational Review.

- A new **Economic** portfolio managed jointly by the Chief Executive and Tom Morgan. This management portfolio area includes Tony Riches (Projects, Design & Development), Trevor Gough (Culture, Leisure & Parks) and a new Chief Officer post (Strategy & Enterprise). A further review of this portfolio will be undertaken during 2009 to allow the Corporate Director to leave the employ of the Council during that year, in accordance with the provisions of the Council's Voluntary Severance Scheme.
- A new **Environment** portfolio managed jointly by Emyr Evans and Steven Phillips. This management portfolio area includes Sean Hannaby (Strategic Planning & Environment), Sarah McGill (Housing & Neighbourhood Renewal) and the new Chief Highways & Waste Management Officer, Ruth Chapman, who is due to take up the post in November 2007. From 1 April 2008, Steven Phillips will assume full responsibility for the Environment management portfolio in order to allow Emyr Evans to focus on special projects until his retirement later in the year.
- The three Chief Officers responsible for the Council-wide functions of Finance (Christine Salter), Legal (Kate Berry) and Human Resources (Phillip Lenz), who previously reported to the former Corporate Director (Resources) and Assistant Chief Executive respectively will, since both the Corporate Director (Resources) post and the Assistant Chief Executive posts have been deleted, report directly to the Chief Executive and be members of the Corporate Management Board.
- The Chief Officer responsible for Financial Services (Christine Salter) will assume formal responsibility for the Council's ICT function and the vacant Chief ICT Officer post has been deleted. The Chief Officer responsible for Legal & Democratic Services (Kate Berry) will assume formal responsibility for the Scrutiny, Performance and Governance service area managed by Martin Hamilton.
- A new Chief Officer post responsible for Strategy and Enterprise has been created, which will report directly to the Chief Executive and bring together the place shaping and public service agenda functions of Policy & Economic Development (Paul Orders), Transportation Policy (Paul Carter), Corporate Communications (Kathryn Richards) and Citizen Engagement (Isabelle Bignall). This arrangement provides the capacity to address the key challenges and policy issues facing the capital city for Wales.

## Legal Implications

5. The Chief Executive as the Council's Head of the Paid Service (a statutory appointment) is under a duty, where he considers it appropriate, to prepare a report on the manner in which the discharge by the Council of its different functions is co-ordinated; the number and grades of staff required by the authority for the discharge of its functions; the organisation of the authority's staff; and the appointment and proper management of the authority's staff.

## **Financial Implications**

6. The cost of the new senior management proposals outlined in this report and in the Hay Report on Senior Officer Remuneration (considered by the Employment Conditions Committee on 5 September 2007) can be met from within existing budgets after taking into account the 6.5% reduction in senior management costs as reflected in the 2007/08 Budget.

## **Recommendations**

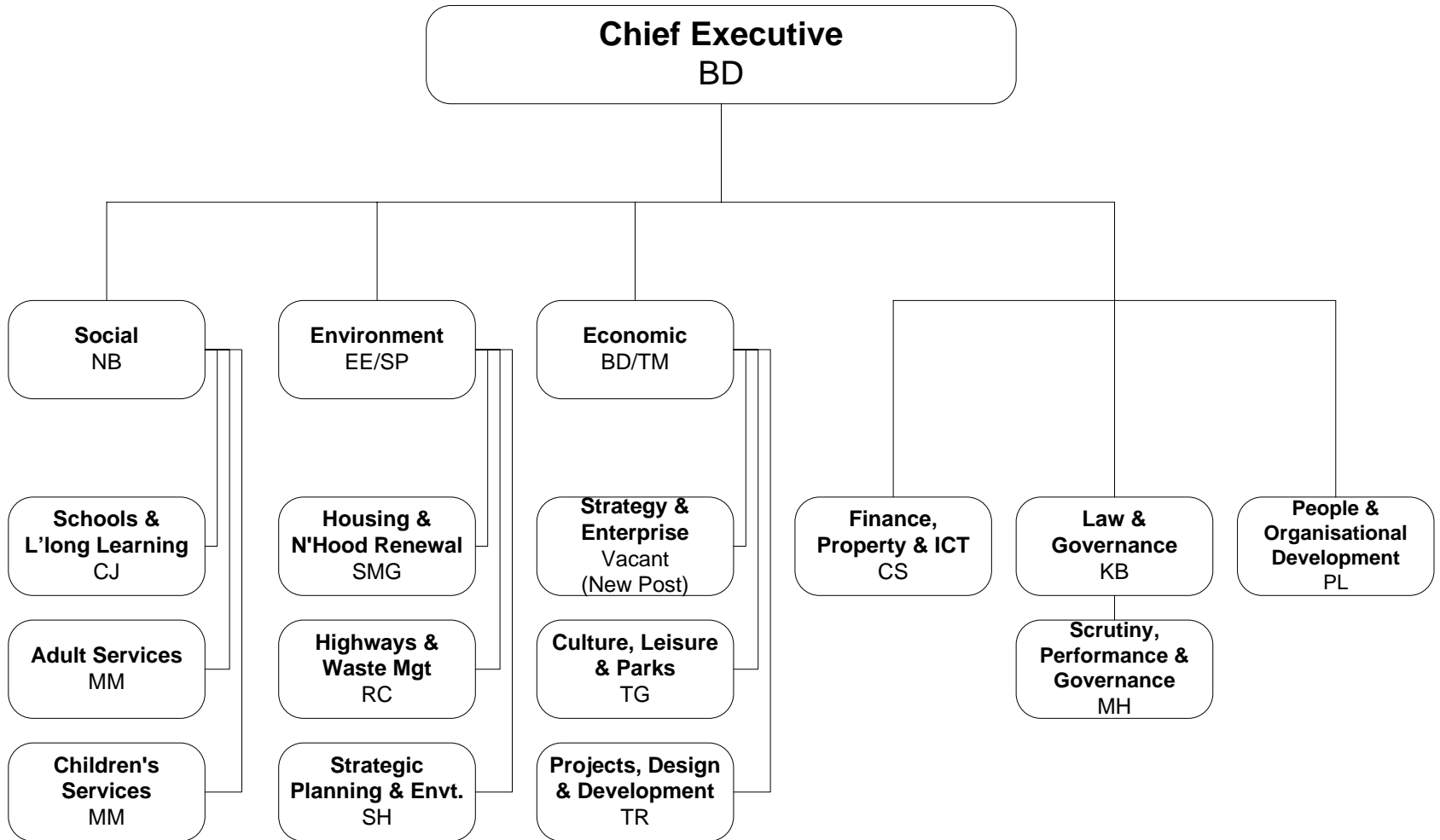
7. The Committee is recommended to note the Council's new senior management arrangements

**Kate Berry**  
**Monitoring Officer and City & County Solicitor**  
11 September 2007

## **Background Papers**

1. Report of the Chief Executive entitled "Senior Management Arrangements" considered by the Employment Conditions Committee on 5<sup>th</sup> September 2007
2. Report of the Hay Group entitled "Senior Officer Remuneration" and dated 15 August 2007 that was also considered by the Employment Conditions Committee on 5<sup>th</sup> September 2007

# Senior Management Arrangements From 9 July 2007



## APPENDIX B

### SCHEDULE OF SENIOR MANAGERS - 2007/08

<b>Name</b>	<b>Designation</b>	<b>Portfolio / Service Area</b>
<b>Byron Davies</b>	<b>Chief Executive</b>	<b>Corporate</b> (Head of Paid Service)
<b>Neelam Bhardwaja</b>	<b>Corporate Director</b>	<b>Social</b>
Chris Jones	Chief Schools & Lifelong Learning Officer	Schools & Lifelong Learning
Maria Michael	Chief Children's Services Officer	Children's Services
Michael Murphy	Chief Adult Services Officer	Adult Services
<b>Tom Morgan</b>	<b>Corporate Director</b>	<b>Economic</b>
<i>Vacant</i>	Chief Strategy & Enterprise Officer	Strategy & Enterprise
Trevor Gough	Chief Culture, Leisure & Parks Officer	Culture, Leisure & Parks
Tony Riches	Chief Projects, Design & Development Officer	Projects, Design & Development
<b>Emyr Evans &amp; Steven Phillips</b>	<b>Corporate Directors</b>	<b>Environment</b>
Sarah McGill	Chief Housing & Neighbourhood Renewal Officer	Housing & Neighbourhood Renewal
Ruth Chapman	Chief Highways & Waste Management Officer	Highways & Waste Management
Sean Hannaby	Chief Strategic Planning & Environment Officer	Strategic Planning & Environment
<b>Christine Salter</b>	<b>City &amp; County Treasurer</b>	<b>Finance, Property &amp; ICT</b>
<b>Kate Berry</b>	<b>City &amp; County Solicitor</b>	<b>Law &amp; Governance</b>
Martin Hamilton	Chief Scrutiny, Performance & Governance Officer	Scrutiny, Performance & Governance
<b>Philip Lenz</b>	<b>Chief People &amp; Organisational Development Officer</b>	<b>People &amp; Organisational Development</b>

#### Key

Post holders whose names & designations appear "in bold" are members of the Corporate Management Board