

Amended recommendations:

- a) a new (iii) has been added and subsequent recommendations have been renumbered.
- b) typographical amendment in new (xx) to amend 2.11.1 to 2.10.1

#### **14. RECOMMENDATIONS**

14.1. It is recommended that SEMs considers this report and recommends that Adur District Council on 23<sup>rd</sup> July 2007 and Worthing Borough Council on 25<sup>th</sup> July 2007 agree the following:-

##### **Strategic Recommendations**

- i) subject to agreement being reached between the current Chief Executive of Adur/Interim Chief Executive of Worthing and the Joint Staff Committee, as to terms and conditions of service, with effect from 1<sup>st</sup> September 2007, the current Chief Executive be appointed as Chief Executive and Head of Paid Service for both Councils;
- ii) the implementation of a Single Senior Officer Structure as set out in Paragraph 9.13., to serve both Councils and to the immediate implementation of the appointments process for the new management structure;
- iii) that Adur should be the employing authority for all staff in accordance with the arrangements to implement the Single Senior Officer Structure;
- iv) both Councils consider changing to four yearly elections for implementation by May 2011;
- v) the use and implementation of any resources secured externally being applied to provide the necessary support to deal with the Human Resources, Legal, Finance and Business Transformation issues arising from implementation of the project;
- vi) to establish four joint committees as follows:-
  - Joint Strategic Committee
  - Joint Delivery Committee
  - Joint Overview and Scrutiny Committee
  - Joint Staff Committee;
- vii) to adopt the Joint Committee Agreement, which should operate up until 31<sup>st</sup> March 2028;

### **Recommendations on Finance issues**

- viii) once new Executive Heads of Service are in post, each service should produce a costed service specification which clearly identifies the current cost of service and the financial impact of the joint service arrangements;**
- ix) both Councils jointly provide Internal Audit Services under contract from 1st April 2008;**
- x) both Councils authorise Officers to extend the current bank contracts for up to two years until the new business processes are clear and an exact specification can be drawn up;**

### **Recommendations on Human Resource Issues**

- xi) the new posts be known as Strategic Directors and Executive Heads of Service, respectively;**
- xii) the posts of Strategic Directors be ring-fenced to the current Corporate Directors employed by Adur and Worthing Councils and this is seen as a suitable alternative employment;**
- xiii) any Corporate Director not appointed as a Strategic Director shall be made redundant as of 1<sup>st</sup> April 2008 unless a relevant vacancy occurs at another level in the organisation, following ring-fencing;**
- xiv) the posts of Executive Heads of Service be ring-fenced to the current Divisional Managers and Assistant Directors at Adur and Worthing Councils and this is seen as a suitable alternative employment;**
- xv) any Divisional Manager or Assistant Director not appointed as a Executive Head of Service shall be made redundant as of 1<sup>st</sup> April 2008, unless a relevant vacancy occurs;**
- xvi) the Executive Head of Financial Services be designated as the Chief Financial Officer for each Council for the purposes of Section 151 of the Local Government Act 1972, shall be employed by the single employer and seconded (for similar duties) to the other Council when the appointment becomes effective and both Councils agree to the appointment of two deputies, as outlined in Paragraph 2.5. (e) of Appendix 3;**

- xvii) the Executive Head of Legal & Democratic Services be designated as the Monitoring Officer for each Council for the purposes of Section 5, Local Government & Housing Act 1989 and to be employed by the single employer and seconded (for similar duties) to the other Council when the appointment becomes effective;**
- xviii) all other matters relating to the recruitment of staff at Chief Executive, Strategic Director and Executive Head of Service level be delegated to the Joint Staff Committee;**
- xix) the Human Resources Teams agree a recruitment process which will be validated by an external organisation and that an external Human Resources recruitment specialist be appointed to assist in the development and execution of the recruitment process;**
- xx) the timetable set out in Paragraph 2.10.1. of Appendix 3 be agreed with the detailed timetable to be agreed by the Joint Staff Committee; and**
- xxi) the current posts of Chief Executive, Corporate Director, Assistant Director (Worthing) and Divisional Manager (Adur) be deleted from the establishment of each Council with effect from 1<sup>st</sup> April 2008.**

**14.2. It is also recommended that:-**

- i) Adur District Council supports the recommendations from its Development and Scrutiny Committee, that Adur District Council moves to a Leader and Cabinet system of governance during 2007/08; and**
- ii) Worthing Borough Council agrees, in principle, to joining the CenSus Partnership, and to work towards joining appropriate services to the CenSus Partnership by April 2010, provided there are clear operational and business reasons for doing so.**