



REPORT TO THE NORTH WALES ECONOMIC AMBITION BOARD
28 JUNE, 2019

TITLE: *Delegation and Staffing*

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1. PURPOSE OF THE REPORT

- 1.1. To report on the decision making process regarding the staffing structure of the Programme Office, the procedure within local authorities & the proposed delegation of decisions

2. DECISION SOUGHT

- 2.1. Confirm that the staffing structure of the Programme Office during the continuation of Governance Agreement 1 ("GA1") shall be determined by the North Wales Economic Ambition Board
- 2.2. Agree to delegate the responsibility of appointing posts on the approved staffing structure below Programme Director level to the Programme Director in accordance with the report.

3. REASONS FOR THE DECISION

- 3.1. Under GA1 the North Wales Economic Ambition Board ("NWEAB") has power to delegate its functions to Sub-Committees and or Officers. One of the Key elements of the project is the establishment and management of the Programme Office. Although the staff are legally employees of the Accountable Body they constitute a regional resource for the NWEAB and are established and resourced through the Joint Committee budget. The NWEAB therefore needs to set out clear principles in relation to these arrangements.

4. BACKGROUND AND RELEVANT CONSIDERATIONS

- 4.1. The establishment of a staffing structure for the Programme Office will inevitably have resourcing issues. It will also be a developing resources which the EAB should have a role in approving the staff structure for ensuring that there is sufficient and appropriate staff resource but also as a matter of good governance.
- 4.2. Within local authorities, generally any changes to staffing structures are decided upon by the relevant Head of Department / Director. In the context of the NWEAB the Programme Director would assume such a role. However, in a joint working arrangement where the NWEAB will have a closer relationship with financial commitments and use of resources the delegation will probably have more controls attached as the resource can finite. The following initial delegation is therefore recommended:
- 4.3. The following matters will be Joint Committee matters:
- Appointment of and dismissal of the Programme Director;

- Every application for new money;
- Approval of the overall staffing structure;
- Matters that are likely to affect the service's performance.

4.4. It is proposed that the Programme Director will report on the structure of the Programme Office within the Annual Report.

4.5. Having regard to the provisions of the Local Authorities (Standing Orders)(Wales)Order 2006 recruitment and dismissal processes of all staff at non chief officer level will be undertaken by the Programme Director or duly authorised deputy officers.

5. FINANCIAL IMPLICATIONS

5.1. There are no new financial implications arising from this report.

6. LEGAL IMPLICATIONS

6.1. As the NWEAB's work develops it is important that it considers arrangements for delegation of decision making. By having clear delegation arrangements around staffing it provides clarity for decision making but also management of resources at this early stage of the partnership. The arrangements can be kept under review as the project develops.

7. STAFFING IMPLICATIONS

7.1. None.

8. IMPACT ON EQUALITIES

8.1. None.

9. CONSULTATIONS UNDERTAKEN

9.1. Consultation has taken place with the Executive Officers' Group on 14 June, 2019.

APPENDICES:

None

STATUTORY OFFICERS RESPONSE:

i. Monitoring Officer – Accountable Body:

Report Author

ii. Statutory Finance Officer (the Accountable Body's Section 151 Officer):

"The author has consulted in preparing this report, and I agree that a clear delegation arrangements are required, hence I support the decision sought."