

### **Manchester City Council Report for Resolution**

**Report to:** Personnel Committee – 29 September 2016  
**Subject:** Recruitment of the Chief Executive  
**Report of:** City Solicitor

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#### **Purpose of Report**

This report notes that the current Chief Executive has given notice of his intention to retire in spring 2017, recognises his outstanding contribution to Manchester City Council and the City of Manchester and seeks approval for the approach to recruitment of a new Chief Executive of Manchester City Council.

#### **Recommendations**

The Committee is recommended to:

1. note the retirement of the Chief Executive, Sir Howard Bernstein, in spring 2017;
  2. delegate authority to the Leader of the Council to agree the retirement date with the Chief Executive;
  3. delegate authority to the City Solicitor and Deputy Chief Executive (People, Policy and Reform), in consultation with the Leader of the Council and the Executive Member for Finance and Human Resources, to select an Executive Search Company for the post of Chief Executive;
  4. determine the composition of the Appointment Panel to progress the recruitment and appointment to the post of Chief Executive; and
  5. agree that the post of Chief Executive will be recruited to at a salary on a scale commensurate with the responsibilities of the role which will be subject to independent objective advice and evaluation.
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#### **Financial Consequences for the Revenue and Capital Budgets**

The recruitment to the post of Chief Executive will be within the current budget allocation.

#### **Contact Officers:**

Name: Liz Treacy  
Position: City Solicitor  
Telephone: 0161 234 3087

**Wards Affected**

All

**Background Documents**

None

## **1. Introduction**

- 1.1 This report notes that Sir Howard Bernstein has advised that he intends to retire as Chief Executive of Manchester City Council in spring 2017 and recognises the significant contribution that he has made to the City Council, the Greater Manchester Combined Authority and the City of Manchester. It also proposes the establishment of a Recruitment and Appointment Panel to progress the recruitment of a new Chief Executive

## **2. Sir Howard Bernstein**

- 2.1 Sir Howard was appointed to the City Council as a Junior Clerk in 1971. He went on to hold a number of roles including Assistant Chief Executive and Deputy Chief Executive before being appointed as Chief Executive in 1998. During this time, Sir Howard played a central role in the regeneration and economic growth of the City, with unprecedented growth and investment including flagship developments such as Spinningfields, NOMA, First Street, Corridor Manchester, and forthcoming investments in St John's, Airport City, the Northern Gateway and HS2.
- 2.2 Sir Howard was also instrumental in securing Manchester's hosting of the 2002 Commonwealth Games, then the largest multi-sports event ever hosted in the UK. The Games proved to be the catalyst to the regeneration of East Manchester, and brought unparalleled investment in sport and leisure facilities to the whole City. As clerk to Transport for Greater Manchester Committee and its predecessor bodies he played a leading role in the introduction and expansion of the Metrolink tram network. He was also involved in the establishment of Manchester Airport as a plc in the mid 1980s and the group's ongoing successful expansion.
- 2.3 Sir Howard oversaw the establishment of the Greater Manchester Combined Authority (GMCA) in 2011 and the development of the Northern Powerhouse initiative culminating in the first in a national series of historic devolution agreements which recognise the importance of cities as engines of economic growth. Devolution in GM will transfer significant powers and resources from central government to the city region, give local leaders more scope to shape the economic success of the area and reform public services to better address Greater Manchester's needs and priorities.
- 2.4 Sir Howard has also recently been the architect of the Memorandum of Understanding between the Greater Manchester local authorities, NHS England and the Greater Manchester Clinical Commissioning Groups (CCGs) which secured the devolution of all health and social care funding to Greater Manchester. The agreement puts in place new partnership arrangements which will help make health and social care services more financially viable whilst improving outcomes for residents.
- 2.4 As can be seen by this brief summary of just some of his achievements Sir Howard has made an immeasurable contribution to the Council and the City of Manchester, and is recognised both nationally and internationally for his

talents and skills. Consideration will be given in due course as to how to recognise such outstanding public service.

### **3. Role of the Head of Paid Service and Chief Executive**

- 3.1 The current Chief Executive is Head of the Paid Service of Manchester City Council and GMCA. The GMCA is also recruiting for a new Head of Paid Service in the autumn, and so the new Chief Executive will not have this responsibility.
- 3.2 The role of Head of the Paid Service is a statutory appointment under the provisions of Section 4 of the Local Government and Housing Act 1989.
- 3.3 As Chief Executive, the current post holder is responsible for the management of the Chief Executive's Department and has a statutory role to ensure that they are satisfied that children in the city are safeguarded. The Head of Paid Service is responsible for reporting to Council on the Council's functions including the organisation and proper management of all staff. Sir Howard is also the Electoral Registration Officer and the Returning Officer for local, regional and national elections.
- 3.4 In addition to the statutory and managerial duties, the role of a Chief Executive is to provide strategic leadership and vision for the City Council and the City of Manchester; to set the culture for the organisation, to work with the political leadership to deliver the Council's priorities as articulated in the 'Our Manchester Strategy' and to be accountable for the performance of the City Council.

### **4. Appointment and Recruitment Process**

- 4.1 The Council's Constitution provides that the appointment of the Chief Executive, and salary offered to the appointee, is a Council function. This Committee is responsible for agreeing the process for appointing a new Chief Executive.
- 4.2 The first stage of this process is to appoint an Executive Search Company with expertise in senior local government recruitment to assist the Council to identify suitable candidates to apply for the role and to manage all aspects of the recruitment process. The Committee is requested to delegate authority to the City Solicitor and Deputy Chief Executive (People, Policy and Reform) in consultation with the Leader and the Executive Member for Finance and Human Resources, supported by professional advice from officers with knowledge and experience of senior recruitment in local government and the wider public sector.
- 4.3 The Committee is also asked to determine the composition of the Recruitment and Appointment Panel to progress the recruitment and appointment to the post of Chief Executive. Following the appointment of the Executive Search Company, the role of the Recruitment and Appointment Panel will determine the recruitment process, including the appointment of technical panels

involving stakeholders from across a range of organisations, interview candidates and make a recommendation to this Committee for appointment. It is suggested that the Panel also makes a recommendation to this Committee on the salary for this post once a candidate has been selected and that this should be on a scale commensurate with the responsibilities of the role taking into account independent advice and evaluation to ensure that the Council sets a salary which reflects the skills and experience required of the preferred candidate. The recommendations of this Committee will be submitted to Council for approval.

**5. Comments from Trade Unions**

5.1 Comments from Trade Unions to be tabled.

**6. Comments of the Deputy Chief Executive (People, Policy and Reform)**

6.1 I have been consulted upon the proposals and concur with the recommendations within the report. Together with the City Solicitor I will provide appropriate support to the recruitment and appointment process and when appointed, the new Chief Executive.