

Agenda item 5

For decision – Staffing arrangements for Resilience Team

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Summary

This report sets out proposals to recruit a Climate Action Lead as a replacement for the Resilience Manager post together with arrangements for line management of staff within the Resilience Team.

1. Background

Councillors will be aware that our former Resilience Manager, Nikki Brain left the Council in November last year. An attempt was made to recruit a new postholder, but this exercise was unsuccessful. A decision was made to review this post in the context of an update of our Climate & Ecological Emergency objectives and work programme which were approved at the last Council meeting in January.

The revised work programme reflects a desire to:

- have impact not only in terms of addressing Frome's carbon footprint but also improving the health and wellbeing of local people (building on the Green & Healthy Frome project) and economic sustainability
- take stock of what has worked and what has been less successful
- build on earlier successes and secure greater impact in this area of work
- encourage behaviour and system change
- engage the community to develop a new and ambitious town-wide adaptation and mitigation strategy that fits with the Council's new strategy
- secure greater coordination of organisations operating in this space and enable them to build their capacity

2. A new Climate Action Lead role

For this purpose, the Town Council and partners need someone with expertise in this field who can draw on their experience to drive forward this area of work. [This is reflected in the attached draft job description for a new permanent post Appendix 5.1 which can be viewed on the website here.](#)

Councillors will notice that in contrast to the Resilience Manager post, it is not proposed that this postholder manages staff. Also, the management of major projects such as the Council's contribution to Green & Healthy Frome and Safer School Streets don't appear in the job description. It is considered that this will give the postholder more time and freedom to be creative, act as a strategic thinker and build relationships within the community without the

burden of line and project management. In addition, it is felt that this approach will make the post more attractive when it comes to recruitment.

The emphasis will be on Climate Action in this post. Whilst the Council has an ongoing commitment to improve biodiversity to address the Ecological Emergency, it is felt that this work should be driven by the Environment Team, and this is reflected in the line management proposals below.

Advice is currently awaited on the appropriate salary for the Climate Action Lead post but when this is resolved, it is proposed that the recruitment process begins.

3. Line management arrangements

For some time, the Deputy Town Clerk has line managed the Resilience Manager and played a role in terms of the development of the Council's Climate & Ecological Emergency Strategy as well as contributing to the delivery of Green & Healthy Frome (GHF) being on the GHF Advisory Group and FTC's main contact with the Lottery's Climate Action Fund.

Given the importance of continuity, it is proposed that the Deputy Town Clerk line manages the Climate Action Lead and the Climate Action Researcher (Owen King) and in recognition of his role in promoting active travel especially through management of Safer School Streets, it is proposed that he also line manages the Resilience Project Officer (Katie Fraser) who is taking responsibility for our active travel work whilst Emma Parker is on secondment with the Community Bike Project. Emma will also be line managed by the Deputy Town Clerk on the days that she works for FTC.

To help build the capacity of the Environment Team in terms of addressing the Ecological Emergency, it is proposed that the Resilience Project Officer (Jo Morris) is line managed by the Environment Manager, Rob Holden. It is thought that Jo would be able to contribute up to three days of her time to help improve the biodiversity of our parks and open spaces and help coordinate community organisations working in this field. Her other two days would be spent on the delivery of the Healthy Homes and Plastic Free components of the Green & Healthy Frome project.

To help build the links between our retrofit work under Green & Healthy Frome and the work of the Planning & Development Team, it is proposed that the Community Retrofit Lead (Sally Richards) is line managed by the Planning & Development Manager, Jane Llewellyn.

It is proposed that these line management arrangements operate on a 6-month trial to be reviewed thereafter. [A revised staff chart showing these proposed line management arrangements is shown in Appendix 5.2, which can be viewed on the website here.](#)

The Deputy Town Clerk would continue to work closely with staff involved with Green & Healthy Frome in his capacity as the Council's main contact with the Lottery's Climate Action Fund.

Recommendations

That Councillors approve:

1. Recruitment of the Climate Action Lead as a permanent position as soon as the salary level is determined
2. The immediate introduction of the line management arrangements outlined in this report on a 6-month trial basis to be reviewed thereafter