

	<h2>Remuneration Committee</h2> <h3>11 November 2014</h3>
<p style="text-align: right;"><b>Title</b></p>	<p><b>Commissioning Restructure: Appointment to Chief Officer Roles</b></p>
<p style="text-align: right;"><b>Report of</b></p>	<p><b>Andrew Travers – Chief Executive</b></p>
<p style="text-align: right;"><b>Wards</b></p>	<p><b>All</b></p>
<p style="text-align: right;"><b>Status</b></p>	<p><b>Public</b></p>
<p style="text-align: right;"><b>Enclosures</b></p>	<p><b>Appendix 1: Director of Assurance (Draft Role Explanation)</b>  <b>Appendix 2: Commissioning Director, Children &amp; Young People Portfolio (Draft Role Explanation)</b>  <b>Appendix 3: Outline Recruitment Brief</b></p>
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<h2>Summary</h2>
<p>On the 13<sup>th</sup> October 2014, the General Functions committee approved the revised structure for the council’s Commissioning Group and associated changes to other senior positions. At the same time, the remuneration Committee agreed appointments to key chief officer positions and noted the proposed approach of the Chief Executive to appoint to other senior management positions.</p> <p>This report provides an update and makes recommendations to the Remuneration Committee to proceed with external recruitment for positions that remain unfilled through internal processes, and it makes recommendations in relation to senior officers who have not been successful in securing alternative employment or seeking access their early retirement benefits, in line with the regulations of the Local Government Pension Scheme (LGPS).</p>

## **Recommendations**

**It is recommended that the Remuneration Committee:**

- 1. Agree the duties and role profile of the Commissioning Director (Children & Young People's Portfolio) as the designated Director for Children's Services; subject to any amendments agreed by the Committee (Appendix 1)**
- 2. Agree the duties and role profile of the Director of Assurance as the designated Monitoring Officer; subject to any amendments agreed by the Committee (Appendix 2)**
- 3. Approve the appointment of the executive recruitment suppliers in line with the brief supplied, subject to any amendments by the Committee (Appendix 3)**
- 4. Agree the outline timetable for recruitment of the above positions as future business for the Remuneration Committee**

### **Alternatives considered**

Consideration has been given to the internal recruitment of candidates to these roles. On analysis it has been recommended to move to external recruitment to allow Members the opportunity to review a wider field of candidates.

Consideration was given to undertaking the recruitment in-house. Given the seniority of these roles and the competitive market, the recommendation to engage an external supplier is based on their ability to understand the market better, their extensive networks of potential candidates and their ability to undertake extensive search within the market.

## **1. WHY THIS REPORT IS NEEDED**

- 1.1 The Remuneration Committee are responsible for the appointment of chief officers of the Council. Both roles are statutory officers of the council and fall within the responsibility of this Committee.
- 1.2 The committee are being asked to agree the role profile and duties for which we will attract candidates for their consideration.
- 1.3 The Committee are also being asked to express their views as to how they would like to recruit potential candidates including the approach to attracting high quality candidates and testing their suitability for the role.

## **2. REASONS FOR RECOMMENDATIONS**

- 2.1 To seek direction from the Remuneration Committee as to their preferred approach to the recruitment of chief officer positions, to attract high quality candidates and determine the appointment process.

### **3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

- 3.1 The Council had considered inviting internal applications from potentially suitable candidates. This has not been recommended to allow the Remuneration Committee the opportunity to review a wider range of candidates for these key roles. This does not prevent internal candidates applying for the roles.
- 3.2 Officers have considered using our internal recruitment resources. We have not recommended this course as these are key senior roles where knowledge of the market and potential candidates is preferable to large-scale attraction campaigns. Executive recruitment suppliers have a better knowledge of the market for the candidates the council may seek to engage and therefore they are best placed to manage the recruitment campaign.

### **4. POST DECISION IMPLEMENTATION**

- 4.1 Subject to the decisions of the Committee today and appropriate procurement procedures, the Director for Human Resources will appoint an external supplier and conclude final contractual discussions with the supplier best placed to meet the requirements of the committee, in line with the Council's Financial Regulations for procurement
- 4.2 Future meetings of the Remuneration Committee will be put in place for the review of candidates and the interviews and appointment of the suitable candidates.

### **5. IMPLICATIONS OF DECISION**

#### **5.1 Corporate Priorities and Performance**

- 5.1.1 These are key positions to the council's Commissioning Group and strengthens commissioning for children and young people and the council's assurance functions.

#### **5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

- 5.2.1 The appointments are within the revenue budgets approved within the establishment of the Council and in line with the structure approved by the General Functions Committee on 13<sup>th</sup> October 2014.
- 5.2.2 The supplier costs will be funded through the Council's Commissioning Group revenue budgets, within existing allocations. The revenue savings from the restructure in year one exceeds the supplier cost to recruit to these roles, still creating a net benefit in the first full year of the operation of the new structure.

### **5.3 Legal and Constitutional References**

- 5.3.1 In accordance with section 15 of the Constitution, Responsibility for Functions, the Remuneration Committee deals with Chief Officer appointments, disciplinary and capability matters.
- 5.3.2 Under section 7 Local Government and Housing Act 1989 all appointments to a local authority paid office shall be made on merit.
- 5.3.3 The appointment of an external recruitment agency will need to be in accordance with the Council's contractual procedural rules.
- 5.3.4 Council Constitution, Responsibility for Functions, Annex A – details the responsibilities of the Remuneration Committee which state that “In accordance with supplementary guidance issued by the Department for Communities & Local Government in 2012 and February 2013 Council be given the opportunity to vote on Chief Officer salary packages, of salary packages of £100,000 or more and any severance packages at or above £100,000 and in instances where Council has delegated these functions to the Remuneration Committee, then the Remuneration Committee will decide on and report back to Council on:
- Chief Officer salary packages; and
  - Salary packages to be offered of £100,000 or more

### **5.4 Risk Management**

- 5.4.1 The Strategic Director for Commissioning-designate (Kate Kennally) will retain the designation as Director for Children's Services until an appointment to the Commissioning Director, Children and young People is appointed and starts in post. This retains a senior officer of the Council as the statutory lead for children's services, safeguarding and professional standards.
- 5.4.2 An interim Monitoring officer has been appointed under delegated urgency provisions by the Chief Executive. Acting arrangements for the remaining duties of the Director of Assurance have been put in place until a candidate is appointed and starts in post.

### **5.5 Equalities and Diversity**

- 5.5.1 The Council has in place policies to ensure fair treatment and opportunity in our appointments to all roles within the Council. Prior to the selection of candidates, the Remuneration Committee will receive a briefing on these policies and approach to fair and equal requirement.
- 5.5.2 For candidates with a disability, reasonable adjustments will be put in place to support their application and demonstrate their capabilities where they may be potentially disadvantaged as a result of any of the selection processes. This will be determined by the Director of Human Resources.

## 5.6 **Consultation and Engagement**

5.6.1 No further consultation is required for these proposals.

5.6.2 It is good practise to include senior stakeholders in the process of selection where appropriate. This will be considered as part of the overall selection and assessment centre.