

# Appointments Committee Agenda



To: Councillors Alison Butler, Clive Fraser, Simon Hall, Tim Pollard,  
Manju Shahul-Hameed and Gareth Streeter

A meeting of the **Appointments Committee** which you are hereby summoned to attend, will be held on **Wednesday, 18 July 2018 at 10.00 am** in **F10 - Town Hall**

JACQUELINE HARRIS-BAKER  
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Tuesday, 10 July 2018

PLEASE NOTE THAT THE GREAT MAJORITY OF THE BUSINESS TO BE DISCUSSED AT THIS MEETING WILL BE CONFIDENTIAL AND THEREFORE WILL BE CONDUCTED IN PART B OF THE AGENDA.

N.B This meeting will be paperless. The agenda can be accessed online at [www.croydon.gov.uk/meetings](http://www.croydon.gov.uk/meetings)

## **AGENDA – PART A**

**1. Apologies for Absence**

**2. Disclosure of Interest**

In accordance with the Council's Code of Conduct and the statutory provisions of the Localism Act, Members and co-opted Members of the Council are reminded that it is a requirement to register disclosable pecuniary interests (DPIs) and gifts and hospitality in excess of £50. In addition, Members and co-opted Members are reminded that unless their disclosable pecuniary interest is registered on the register of interests or is the subject of a pending notification to the Monitoring Officer, they are required to disclose those disclosable pecuniary interests at the meeting. This should be done by completing the Disclosure of Interest form and handing it to the Business Manager at the start of the meeting. The Chairman will then invite Members to make their disclosure orally at the commencement of Agenda item 3. Completed disclosure forms will be provided to the Monitoring Officer for inclusion on the Register of Members' Interests.

**3. Urgent Business (if any)**

To receive notice from the Chair of any business not on the Agenda which should, in the opinion of the Chair, by reason of special circumstances, be considered as a matter of urgency.

**4. Exempt Items**

To confirm the allocation of business between Part A and Part B of the Agenda.

**5. Appointment of Chief Digital Officer (Pages 3 - 6)**

**6. [The following motion is to be moved and seconded as the "camera resolution" where it is proposed to move into part B of a meeting]**

That, under Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information falling within those paragraphs indicated in Part 1 of Schedule 12A of the Local Government Act 1972, as amended.

## **AGENDA PART B**

**7. Appointment of Chief Digital Officer**

# Agenda Item 5

<b>REPORT TO:</b>	<b>APPOINTMENTS COMMITTEE</b> <b>18 July 2018</b>
<b>SUBJECT:</b>	<b>APPOINTMENT TO CHIEF DIGITAL OFFICER</b>
<b>LEAD OFFICER:</b>	<b>Executive Director of Resources</b>
<b>CABINET MEMBER:</b>	<b>Councillor Simon Hall</b> <b>Cabinet Member for Finance &amp; Resources</b>
<b>WARDS:</b>	<b>All</b>
<b>CORPORATE PRIORITY/POLICY CONTEXT:</b> The Council's management structure	
<b>FINANCIAL SUMMARY:</b> The salary cost of this post is contained within the 2018/19 budget.	
<b>KEY DECISION REFERENCE NO:</b> n/a	

## 1. RECOMMENDATIONS

- 1.1 Agree the salary package of Chief Digital Officer of £117,300 per annum under the Localism Act 2011.
- 1.2 Undertake the selection for and agree an appointment to the post of Chief Digital Officer from the candidate(s) detailed in the Part B appendices to the agenda. Any appointment to be subject to the appointment notification process as set out in section 3.4 of part 4J of the Council's Constitution (Staff Employment Procedure Rules).

## 2. EXECUTIVE SUMMARY

- 2.1. This report seeks the Committee's approval to undertake the selection for the post of Chief Digital Officer.

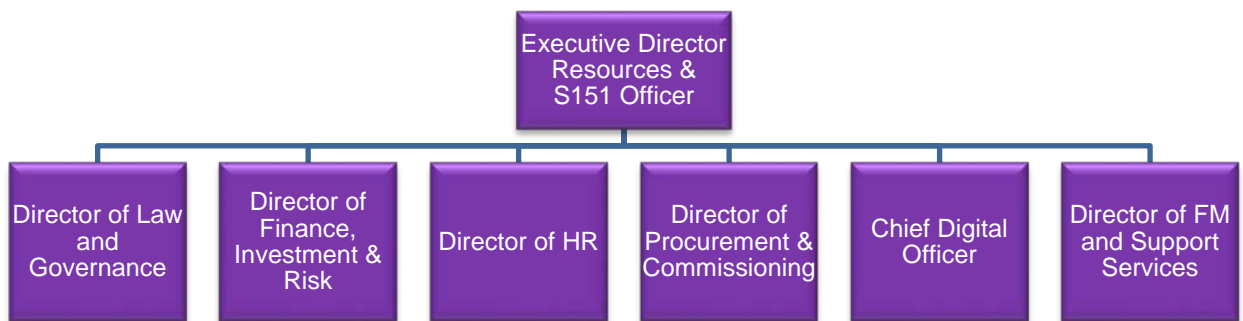
## 3. DETAIL

### Background

- 3.1. An essential part of developing the best ways to deliver our wide range of essential public services, is to make it faster, simpler and more satisfying for our residents and users to engage with the Council and access our support. This means an investment in the development of our digital proposition and the sustainability of our ICT strategy.

3.2. The previous director role with a remit for ICT had a very wide span of control which did not allow sufficient focus on the digital priorities that are a key aspect of the Council's ambitions. With the post being vacant, the opportunity has been taken to re-align responsibilities and create a new post of Chief Digital Officer. Reporting to the Executive Director of Resources, the Chief Digital Officer will be responsible for leading the design, adoption and delivery of digital services to enhance the resident experience in their dealings with Council, as well as creating digital solutions to meet the Council's internal needs, driving innovation and transformation.

Structure chart



3.3. Consultation over the role of the Chief Digital Officer and the associated management structure took place in May, the role has subsequently been advertised externally and the intention is to appoint to the vacancy.

Localism Act 2011 and Pay Policy

3.4. Following the decision of the Annual Council meeting on 03 June 2014, the Appointments Committee has delegated responsibility for approving appointments beyond the threshold specified in statutory guidance issued by the Secretary of State under section 40 of the Localism Act 2011. The statutory guidance is that elected Members should be given an opportunity to vote before: salary packages upon appointment at or above a specified threshold are offered; and severance packages at or beyond a specified threshold are approved for staff leaving the Council's employment. For both these purposes, the specified threshold is currently £100,000 as set by Government.

3.5. As set out in the Council's pay policy, directors are appointed on fixed pay points, which are determined locally and subject to local review every two years. The pay policy for 2018/19 agreed by the Council on 27 February 2018 did not agree a fixed pay point for the Chief Digital Officer as the post did not exist at the time. A local job assessment indicates that a fixed pay point of £117,300 is right for the Chief Digital Officer and a salary at this level is advised necessary by the Council's recruitment

partner in order to attract the calibre of candidates for this role within the context of the borough's ambitions.

3.6. Under these arrangements the Chief Digital Officer would receive a salary package which would engage the Committee's discretion in accordance with the delegation set out in paragraph 3.4 above and therefore a decision is required by the Committee to appoint at this pay level.

3.7. The Council's Staff Employment Procedure Rules at Part 4.J of the Constitution provide for a notification process to ensure that the Leader and any other Cabinet Members have no objections to the offer of appointment occurs before an offer of appointment is made to him/her and these requirements will be complied with should members approve the above recommendations.

#### 4. FINANCIAL AND RISK CONSIDERATIONS

##### 4.1 Revenue and Capital consequences of report recommendations

	Current year	Future Years		
	2018/19	2019/20	2020/21	2021/22
	£'000	£'000	£'000	£'000
<b>Revenue Budget available</b>	58.7	117.3	117.3	117.3
<b>Effect of decision</b>	58.7*	117.3	117.3	117.3
<b>Overspend / (underspend)</b>	0	0	0	0

\* the assumption for 2018/19 is that the appointment will be made for 6 months of the financial year, this may vary depending on the availability of the successful candidate

##### 4.2 The effect of the decision

This is an established post and the budget identified in section 4.1 above has been aligned to the anticipated start date of the successful candidate. The salary costs arising from this decision can be met from the 2018/19 budget.

### 4.3 Risks

There is a risk of being unable to retain the right calibre of person to this role if the salary is not comparable to the market. Failure to appoint a suitable candidate to this role will result in a lack of strategic leadership for the organisation.

### 4.4 Options

The alternative option of not filling the role; and for not making provision within the parameters of the Council's agreed Pay Policy Statement is not considered sustainable or viable option as explained in paragraph 4.3 above.

### 4.5 Future savings/efficiencies

None identified.

Approved by: Lisa Taylor, Director of Finance, Investment and Risk (Deputy S151 Officer)

## 5 COMMENTS OF THE COUNCIL SOLICITOR AND MONITORING OFFICER

- 5.1 The Solicitor to the Council comments that the Council may appoint such staff as it considers necessary for the proper discharge of its functions on such reasonable terms and conditions, including remuneration, as the Council thinks fit. However such appointments are subject to the requirements as detailed in paragraph 3.4 above in so far as Member approval is required to appoint to salary packages in excess of £100,000.

Approved by: J Harris Baker, Council Solicitor and Monitoring Officer.

## 6 CUSTOMER, EQUALITIES, HUMAN RIGHTS, FREEDOM OF INFORMATION, DATA PROTECTION CRIME AND DISORDER IMPACT

There are no direct considerations arising from this report.

**CONTACT OFFICER:** Sue Moorman, Director of Human Resources

**BACKGROUND DOCUMENTS:** Job description