

<b>REPORT TO:</b>	<b>APPOINTMENTS COMMITTEE</b> <b>13 November 2018</b>
<b>AGENDA ITEM:</b>	
<b>SUBJECT:</b>	<b>APPOINTMENT TO EXECUTIVE DIRECTOR OF GATEWAY, STRATEGY &amp; ENGAGEMENT</b>
<b>LEAD OFFICER:</b>	<b>Chief Executive</b>
<b>CABINET MEMBER:</b>	<b>Leader, Councillor Tony Newman</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 existing budget.	
<b>KEY DECISION REFERENCE NO:</b> n/a	

## **RECOMMENDATIONS**

That the Committee:

- 1.1 Agree the salary package of the Executive Director of Gateway, Strategy and Engagement of up to £135,000 per annum, pursuant to guidance issued under the Localism Act 2011 and the provisions of the Council's constitution.
- 1.2 Undertake a shortlisting process and subsequent selection and appointment to the post of Executive Director of Gateway, Strategy and Engagement from the candidate(s) detailed in the Part B appendices to the agenda.
- 1.3 Note that the successful candidate offer of appointment will 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).

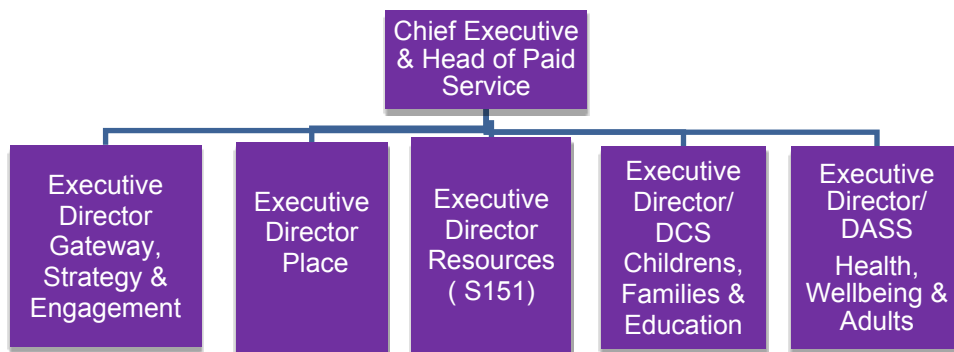
## **2. EXECUTIVE SUMMARY**

- 2.1. This report seeks the Committee's approval to undertake the selection for the post of Executive Director of Gateway, Strategy and Engagement of up to £135,000 per annum on duties set out in the job description attached at Appendix A.

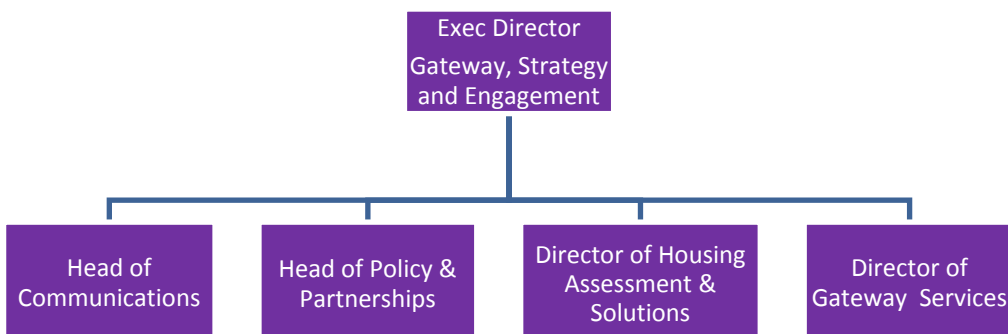
### 3. DETAIL

#### Background

- 3.1 Since the realignment of senior management responsibilities in May, a decision has been taken to create a new Department combining these areas of activity as the Department for Gateway, Strategy and Engagement. As a result the post of Executive Director has been created to head up these services has been created. This is a new position and has been advertised externally.
- 3.2 The new department will lead on the development of locality based services that are designed for local need and embed and build on the gateway principles, placing residents at the heart of each service. The department will also lead on aligning strategy and policy to the council's priorities, strengthening partnerships and having a strong communications and engagement offer to shape what and how we innovate and change.
- 3.3 The structure reporting to the Chief Executive will therefore become:-



- 3.4 The management structure underneath the Executive Director, Gateway, Strategy & Engagement will reflect the new department's areas of service focus.
- 3.5 It is therefore proposed that the departmental management team reporting to the Executive Director role will be as follows:-



## Localism Act 2011 and Pay Policy

- 3.6 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.
- 3.7 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 fixed pay point for the Executive Director of Gateway, Strategy and Engagement is £135,000.
- 3.8 The details of the candidates for Members consideration for the purposes of shortlisting, selection and appointment to the post of Executive Director of Gateway, Strategy and Engagement are provided for in Part B of the agenda (these papers will be distributed separately).

## **4 FINANCIAL AND RISK CONSIDERATIONS**

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

	2018/19	2019/20
	<i>£'000</i>	<i>£'000</i>
<b>Revenue Budget available</b>	22.5	135
<b>Effect of decision</b>	22.5	135
<b>Overspend / (underspend)</b>	0	0

### **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 appointment is expected to be effective at the earliest from 1<sup>st</sup> February 2019 and the salary costs arising from this decision can be met from the existing revenue 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.

#### 4.4 Options

The alternative option of not filling the role; and for not making provision to appoint 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

### 5 COMMENTS OF THE ACTING COUNCIL SOLICITOR AND ACTING 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.

5.2 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.

Approved by: Jacqueline Harris-Baker Director of Law and Governance, Council Solicitor and Monitoring Officer.

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

6.1 There are no direct considerations arising from this report. Selection process will be carried out with in accordance with council, policy and with due consideration to the legislation and good practice on recruitment process.

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**CONTACT OFFICER:** Sue Moorman, Director of Human Resources  
**BACKGROUND DOCUMENTS:** Job description