

Report of the Chief Executive to the meeting of Appointment Panel to be held on 7 September 2022

D

Subject:

Appointment process for the positions of Strategic Director, Children's Service;
Director of Finance and IT and Strategic Director, Place

Summary statement:

The Appointment Panel is asked to consider, in accordance with the Council's Officer Employment Procedure Rules, applications received for the advertised position of:

- c. Director of Finance and IT

The Panel is asked to select a short list of qualified applicants and agree to assess and interview those included on the short lists.

EQUALITY & DIVERSITY:

The appointments to these posts will support a number of priority outcome areas in the Bradford Council Plan 2021 – 2025 and in particular the priority of 'An Enabling Council' and working towards making the Council a great place to work and reflects the communities we serve. In addition, it will support the Council Equality Objectives and Equality Plan around Leadership and Workforce Diversity.

Kersten England
Chief Executive

Portfolio:

Corporate

Report Contact: Anne Lloyd
Director of Human Resources
Phone: (01274) 437335
E-mail: anne.lloyd@bradford.gov.uk

Overview & Scrutiny Area:

Corporate & Regeneration and Environment

1. SUMMARY

- 1.1 On 14th June 2022 the Staffing Committee agreed to appoint to positions of Strategic Director, Children's Service, Director of Finance and delegated the responsibility to appoint to these positions to an Appointment Panel. On 15th August 2022 the Staffing Committee agreed to appoint to the position of Strategic Director, Place and delegated the responsibility to appoint to the position to an Appointment Panel.

2. BACKGROUND

- 2.1. Through a procurement process, the Council has appointed Penna to assist in the appointment to the above posts. The Job Profiles and Person Specification for this role is outlined in Appendix 1.
- 2.2 In accordance with the Council's Officer Employment Procedure Rules set out at Part 3H of the Council's Constitution the Appointment Panel needs to consider the applications received for the post, select a short list of qualified applicants and agree to assess and interview those included on the final short list.

3. OTHER CONSIDERATIONS

- 3.1 It was agreed to delegate to the Chief Executive in consultation with the Chair of the Appointment Panel, the responsibility to liaise directly with the search and selection consultant (Penna), stakeholder participants if involved, and technical advisors to support and ensure an effective and efficient recruitment process.
- 3.2 An overview report detailing candidates, recommendations for shortlist and information on the stakeholder panels will be circulated separately prior to the meeting of the Appointment Panel.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 In accordance with Section 4 of the Council's Pay Policy Statement 2022/23 appended as Appendix 2 of this report the posts are subject to the terms and conditions of employment of the Joint Negotiating Committee (JNC) for Chief Officers as amended and supplemented by local agreements and decisions and are graded as:

- a) SD1 Strategic Director, Childrens Service (£141,091 - £151,062)
- b) SD1 Strategic Director, Place ((£141,091 - £151,062)
- c) DD1 Director of Finance and IT (£110,868 - £121,753)

These being the grade ranges and salary levels within the Council's Pay Policy Statement. Other aspects of the remuneration for the post are set out in the Pay Policy Statement.

- 4.2 The Council roles are budgeted roles on the structure and are to replace leavers.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 It is important that the Council has the right skills and knowledge within the Senior Management team of the Council.

6. LEGAL APPRAISAL

- 6.1 Section 112 of the Local Government Act 1972 allows the Council to appoint such Officers that it thinks necessary for the proper discharge by the Authority of its functions. Such officers shall hold office on such reasonable terms and conditions as the Council thinks fit.
- 6.2 The Council is under a statutory duty to appoint on merit pursuant to section 7 of the Local Government and Housing Act 1989.
- 6.3 In accordance with the Article 4 of the Council's Constitution and the Council's last published Pay Policy Statement for the financial year 2022/23 full Council must approve any proposed salary package of £100,000 pa or more before it is offered in respect of a new post not listed in Appendix B of the Council's Pay Policy Statement 2022/23 or if it is proposed to pay more than the top of the salary range for an existing post in Appendix B (excluding pay awards) unless paragraph 9 of the pay policy statement applies.

7. OTHER IMPLICATIONS

- 7.1 There are no sustainability, greenhouse gas emission impacts, community safety, Human Rights Act, Ward or Area Committee Action Plan, Corporate Parenting or Privacy Impact Assessment Implications.

8. TRADE UNION

The Trade Unions have been informed of the intention to appoint to the permanent position of Strategic Director, Children's Service, Director of Finance and IT and Strategic Director, Place.

9. ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT

None.

10. NOT FOR PUBLICATION DOCUMENTS

- 10.1 The recruitment documentation to be considered by the Appointment Panel when short listing, assessing and interviewing for the posts outlined earlier is Not for Publication on the grounds that it contains both confidential information and exempt information within Paragraphs 1 (Information relating to an individual) and 2 (information identifying an individual) of Schedule 12A of the Local Government Act 1972 (as amended) and the public interest in applying this exemption outweighs the public interest in disclosing the information.

11. OPTIONS

- 11.1 That Members consider whether to agree to the recommendations.

12. RECOMMENDATIONS

- 12.1 That the Appointments Panel consider applications received and select a short list of qualified applicants and agree to assess and interview those included on the short list.
- 12.2 That the Appointments Panel consider progress made on the recruitment process so far and agree the final stage of the recruitment process including specific elements of the formal assessment, stakeholder panels and interview process including elements around timetabling and presentation/interview questions.

13. APPENDICES

Appendix 1 – Job Profiles and Personal Specifications

Appendix 2 – The Council's Amended Pay Policy Statement 2022/23

14. BACKGROUND DOCUMENTS

None