

Felicity Foley, Acting  
Committees Manager

020 8489 2919

felicity.foley@haringey.gov.uk

20 July 2018

To: All Members of the Staffing and Remuneration Committee

Dear Member,

Staffing and Remuneration Committee - Monday, 23rd July, 2018

I attach a copy of the following reports for the above-mentioned meeting which were not available at the time of collation of the agenda:

**13. NEW ITEMS OF URGENT BUSINESS (PAGES 1 - 4)**

To consider any new items of urgent business admitted by the Chair under agenda item 3 above.

Yours sincerely

Felicity Foley, Acting Committees Manager

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**Report for:** Staffing & Remuneration Committee – Monday 23<sup>rd</sup> July 2018

**Title:** Assimilation to the posts of:  
(i) Director of Customers, Transformation and Resources  
(ii) Director of Adult Services and Public Health  
(iii) Director of Environment and Neighbourhoods

**Report**

**authorised by :** Zina Etheridge: Chief Executive and Head of Paid Service

**Lead Officer:** Mark Rudd: Assistant Director Corporate Resources

**Ward(s) affected:** N/a

**Report for Key/**

**Non Key Decision:** N/a

**1. Describe the issue under consideration**

- 1.1 At the Staffing & Remuneration Committee meeting held on 26<sup>th</sup> March 2018, the Committee received a report from the Chief Executive and Head of Paid Service setting out the outcome of the Council's Senior Management restructure including the positioning of key departments of the Council, details of the transition period and interim arrangements, and recruitment approach.
- 1.2 For each of the roles under consideration in this paper, assimilation under the Restructure Policy was used as the posts are substantially unchanged and the number of postholders is the same as the number of posts. Under the Policy, each candidate was required to undertake a development interview. The purpose of the development interview was for the Chief Executive, relevant Cabinet Member, other elected Members if appropriate and an independent panel member to assess the candidate's vision, objectives and priorities for their service based on the Corporate / Borough Plan, and identify any future development needs. The interviews took place between the 9-12 July 2018.

**2. Cabinet Member Introduction**

- 2.1 Not applicable

**3. Recommendations**

- 3.1 That the Committee notes the content of this report.

**4. Reasons for decision**

- 4.1 For each of the roles under consideration in this paper, direct assimilation under the Restructure Policy was used as the posts are substantially unchanged and the number of post holders is the same as the number of posts. This process

now makes permanent some of these transitional arrangements and provides further stability to Corporate Board membership and strengthens the senior leadership of the Council.

### **5. Alternative options considered**

- 5.1 No alternatives are proposed as the report is for noting. The option of continuing with the existing transitional arrangements whereby each postholder, a permanent senior manager, remained in the post on an extended interim basis, was not viable.

### **6. Background information**

- 6.1 On 5<sup>th</sup> February 2018, the Chief Executive and Head of Paid Service notified Staffing and Remuneration Committee of her intention to carry out a restructure of the Council's Senior Management Team. The restructure affected the Corporate Leadership Group, being the Council's Directors and Assistant Directors, together with the Senior Leadership Team.
- 6.2 At the Staffing & Remuneration Committee meeting held on 26<sup>th</sup> March 2018, the Committee received a report from the Chief Executive and Head of Paid Service setting out the outcome of the Council's Senior Management restructure including the positioning of key departments of the Council, details of the transition period and interim arrangements, and recruitment approach.
- 6.3 The report outlined the need to create stability at a senior management level to better meet the significant challenges and opportunities facing the Council in the medium term and during a time of change within the elected leadership. To ensure stability during the transition to the new Council structure and Corporate Board, interim arrangements were put in place for a number of roles including the three roles noted in this paper.
- 6.4 For each of the roles under consideration in this paper, direct assimilation under the Restructure Policy was used as the posts are substantially unchanged and the number of postholders is the same as the number of posts. Under the Policy, each candidate was required to undertake a development interview. The purpose of the development interview is to identify any future development needs. No assimilated employee is deselected as a result of this interview. The development interviews were carried out by the Chief Executive, relevant Cabinet Member, other elected Members where appropriate and an independent panel member to assess the candidate's vision, objectives and priorities for their service based on the Corporate / Borough Plan. The interviews took place between the 9-12 July 2018.

6.5 These appointments now make permanent some of the transitional arrangements and provides further stability to Corporate Board membership and strengthens the senior leadership of the Council.

6.6 Details of the posts affected is shown below:

Substantive Post	Assimilated Post	Candidate	Salary Grade	Salary Range	Change
Assistant Director Transformation & Resources	Director of Customers, Transformation & Resources	Richard Grice	HB2A	£114,300 - £132,900	No Change to Grade or Pay
Director of Adult Social Services	Director of Adult Services & Public Health	Beverley Tarka	HB2A	£114,300 - £132,900	No Change to Grade or Pay
Assistant Director Commercial & Operations	Director of Environment & Neighbourhoods	Stephen McDonnell	HB2A	£114,300 - £132,900	No Change to Grade or Pay

## 7. Contribution to strategic outcomes

7.1 This report proposes the direct assimilation of three posts being Corporate Board roles. These officers are responsible for the strategic leadership of the Council and delivery of its strategic outcomes.

## 8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

### 8.1 Finance

The three roles noted in this report are fully funded from existing budgets and there are no additional costs as a result of these appointments.

### 8.2 Procurement

Not applicable

### 8.3 Legal

The Assistant Director of Corporate Governance has been consulted in the preparation of this report.

The roles under consideration in this report have been directly assimilated under the Council's Restructure Policy. There are no direct legal implications arising out of this report.

### 8.4 Equality

The staff restructure EqIA Screening Tool has been completed which identified that a full EqIA was not required due to the relatively small impact upon the profile of the workforce.

**9. Use of Appendices**

Not applicable

**10. Local Government (Access to Information) Act 1985**

10.1 Not applicable