

Felicity Foley, Acting
Committees Manager

020 8489 2919

felicity.foley@haringey.gov.uk

25 March 2019

To: All Members of the Staffing and Remuneration Committee

Dear Member,

Staffing and Remuneration Committee - Friday, 29th March, 2019

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:

5. APPOINTMENT TO THE POST OF ASSISTANT DIRECTOR OF FINANCE (PAGES 1 - 4)

Report of the Director of Corporate Resources to the appointment to the post of Assistant Director of Finance.

Yours sincerely

Felicity Foley, Acting Committees Manager

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Report for: Staffing & Remuneration Committee, 29 March 2019

Title: Appointment to the post of Assistant Director of Finance

Report authorised by : Mark Rudd Assistant Director of Corporate Resources,
Mark.Rudd@haringey.gov.uk 0208 489 3630

Lead Officer: Helen Gaffney - Human Resources
Helen.Gaffney@haringey.gov.uk 0208 489 4604

Ward(s) affected: All

Report for Non Key Decision

1. Describe the issue under consideration

- a. The establishment of the role of Assistant Director of Finance was reported to this Committee on 26 March 2018.
- b. The recruitment and selection campaign for the role commenced in January 2019. From the initial field of 22 applicants, 7 candidates were invited for technical assessment and 4 candidates were then recommended for progression to a final interview panel. The final interview panel will take place on 29th March 2019.
- c. In accordance with the Local Authorities Standing Orders (England) Regulations 2001 and Part 4 Section K of the Council's Constitution, the Staffing and Remuneration Committee will approve the appointment of the Assistant Director of Finance following the recommendation of the Interview Panel.
- d. The Staffing and Remuneration Committee may only make or approve the appointment of the Assistant Director of Finance where:
 - (i) no objection has been made by any member of the Cabinet, or
 - (ii) if any objection is made, the Staffing and Remuneration Committee has declared itself satisfied that the objection is not material or well-founded.

2. Cabinet Member Introduction

Not applicable.

3. Recommendations

- a. That this Committee accepts the recommendation of the Interview Panel and agrees the appointment of the candidate to the post of Assistant Director of Finance, subject to the objections process of the Cabinet whereby this Committee may only make or approve the appointment of the Assistant Director

of Finance when: (i) no objection has been made by any member of the Cabinet, or (ii) if any objection is made, the Staffing and Remuneration Committee has declared itself satisfied that the objection is not material or well-founded.

- b. Subject to (a) above, that the appointment of the candidate to the post of Assistant Director of Finance will be on the salary that is proposed to the Committee. This will be in the range of £97,700 - £113,500 as set out in the Council's Pay Policy Statement.
- c. Subject to (a) above, that this appointment will take effect when the appointed candidate accepts in writing the contract of employment offered to him / her by the Council.

4. Reason for decision

- a. To fill a senior post in the Council's organisation structure which is responsible for leading the delivery of services within the accountabilities of the role.

5. Alternative options considered

- a. To fill this role on a temporary basis. However, this would not have been as cost effective nor offer the service the stability of a permanent appointment.

6. Background information

- a. The recruitment and selection process for the Assistant Director of Finance has been as follows:
 - i. The recruitment and selection campaign commenced in January 2019. Given the nature of this role, it was considered necessary to undertake an executive search campaign in addition to advertising and so Penna Recruitment were identified to support the search. 22 candidates applied, 7 candidates proceeded to first interview stage and 3 candidates have been short listed for the final Interview Panel.
 - ii. The first round of assessment tested the candidates' technical abilities and leadership qualities in relation to Haringey's Leadership Framework.
 - iii. The short-listed candidates will be interviewed by a Member Panel: Cllr Davies, Cllr Berryman and Cllr Dennison on 29 March 2019.
 - iv. The post of Assistant Director of Finance has a proposed salary which is within a pay range of £97,700 -£113,500 and is recognised as a HB1A role within the Council's Senior Leadership pay bands.
 - v. In accordance with the Council's Pay Policy Statement, if the appointee salary will be in excess of £100,000 per annum, it has to be agreed by the Staffing and Remuneration Committee.

- b. The recommendation that the appointment will take effect if and when the appointed candidate accepts in writing the contract of employment offered to him / her by the Council is intended to ensure that the appointed candidate signs up to the contract of employment which the Council offers him / her.
- c. It is proposed by the Council's Chief Finance Officer, the Director of Finance, to nominate the candidate appointed to this post as his Deputy Section 151 Officer for occasions where he is unable to act due to absence or illness, in accordance with section 114 Local Government Finance Act 1988. Pursuant to the duties of section 151 Local Government Act 1972, being the proper administration of the Council's financial affairs, and section 113 of the Local Government Finance Act 1988, the Deputy Section 151 Officer is required to be a member of a specified accounting body, namely a professionally qualified accountant.
- d. Following appointment to the post of Assistant Director of Finance of a professionally qualified accountant, the Council's Chief Finance Officer will confirm his deputy nomination in writing for communication across the authority.

7. Contribution to strategic outcomes

- a. The post of Assistant Director of Finance is a key role and part of the strategic leadership of the Council, responsible for the delivery of Council priorities and the Borough Plan.

8. Statutory Officers' comments (Chief Finance Officer (including procurement)),

- a. The Chief Financial Officer (S151) has been consulted on the preparation of this report and comments that costs of the appointment can be met from approved budget agreed for this post. However, it should be noted that funding for services and the way they are delivered are under constant review.

9. Assistant Director of Corporate Governance, Equalities

- a. In accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 and Part 4 Section K of the Council's Constitution, any proposed appointment to the post referred to in this report will require the approval of this Committee, following the recommendation of such an appointment by the Interview Panel.
- b. The Staffing and Remuneration Committee may only make or approve the appointment of the Assistant Director of Finance where:
 - (i) no objection has been made by any member of the Cabinet, or
 - (ii) if any objection is made, the Staffing and Remuneration Committee has declared itself satisfied that the objection is not material or well-founded.

- c. In accordance with the Council's Pay Policy Statement and Part 3 Section B of the Constitution , where it is proposed to appoint an officer and the proposed salary is £100,000 per annum or more, the Staffing and Remuneration Committee must consider and approve the proposed salary.
- d. It is for the Council's Chief Finance Officer to nominate a suitably qualified deputy to act in his absence, in accordance with the requirements of section 151 Local Government Act 1972 and sections 113 and 114 of the Local Government Finance Act 1988. This should be confirmed by the Chief Finance Officer following appointment to this post.

10. Use of Appendices

Not applicable

11. Local Government (Access to Information) Act 1985

Not applicable.