

Felicity Foley,
Committee Manager

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19 July 2023

To: All Members of the Appointments Panel

Dear Member,

Appointments Panel, Monday 24 July, 2023

I attach a copy of the following additional papers 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 CULTURE AND CREATIVITY

In accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 and Part 4 Section K of the Council's Constitution applicable at the time of advertisement, the Staffing and Remuneration Committee is required to discharge the Council's functions in respect of the appointment of a suitable candidate to the post of Assistant Director of Culture and Creativity.

Yours sincerely

Felicity Foley, Committees Manager

SECOND DESPATCH

APPOINTMENTS PANEL

Monday, 24th July, 2023, 4.30 pm (or on the rising of the member interview panel, whichever is later) - George Meehan House, 294 High Road, London, N22 8JZ

Councillors: Peray Ahmet (Chair), Reg Rice (Vice-Chair), Dawn Barnes, Dana Carlin and Cressida Johnson

Quorum: 3

5. APPOINTMENT TO THE POST OF ASSISTANT DIRECTOR OF CULTURE AND CREATIVITY (PAGES 1 - 4)

In accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 and Part 4 Section K of the Council's Constitution applicable at the time of advertisement, the Staffing and Remuneration Committee is required to discharge the Council's functions in respect of the appointment of a suitable candidate to the post of Assistant Director of Culture and Creativity.

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Fiona Alderman
Head of Legal & Governance (Monitoring Officer)
George Meehan House, 294 High Road, Wood Green, N22 8JZ

Wednesday, 19 July 2023

Report for: Staffing and Remuneration Committee – 24th July 2023

Title: Appointment to the Post of Assistant Director of Culture and Creativity

Report authorised by: Jess Crowe, Director of Culture, Strategy, and Engagement

Lead Officer: Sunny Rana, Recruitment Business Manager,
sunny.rana@haringey.gov.uk

Ward(s) affected: All

Report for: Non-Key Decision

1. Describe the issue under consideration

- 1.1. The recruitment and selection campaign for the Assistant Director of Culture and Creativity began in May 2023 with a closing date of 23rd June 2023. 59 candidates applied for the role and a longlist of 8 candidates were considered to take through to technical assessment stage. 4 candidates were taken through to shortlisting stage as strongly recommended, with 1 recommended and 3 not recommended. Following a review of the candidates presented, the 4 strongly recommended candidates were shortlisted by the members and selected to take part in the final assessment stage, which will include stakeholder interviews with external partners and an EDI representative (Equality, Diversity, and Inclusion) the stakeholder assessment day will also include informal conversations with Andy Donald (Chief Executive) and Jess Crowe (Director of Culture, Strategy, and Engagement). The final assessment stages will take place on the 19th of July 2023 and 24th July 2023 (Member Panel Interviews)
- 1.2. In accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 and Part 4 Section K of the Council's Constitution applicable at the time of advertisement, the Staffing and Remuneration Committee is required to discharge the Council's functions in respect of the appointment of a suitable candidate to the post of Assistant Director of Culture and Creativity.

2. Cabinet Member Introduction

- 2.1. Not applicable.

3. Recommendations

- 3.1. To consider the recommendations of the Member Panel and appoint a suitable candidate to the post of Assistant Director of Culture and Creativity, subject to the objections process of the Cabinet whereby the Staffing and Remuneration Committee may only make the offer of appointment of the Assistant Director of Culture and Creativity when:

(a) no objection has been made by any member of the Cabinet, or

(b) if any objection is made, the Staffing and Remuneration Committee has declared itself satisfied that the objection is not material or well-founded.

- 3.2. Subject to (3.1) above, to agree that the appointment of the candidate to the post of Assistant Director of Culture and Creativity to be on the salary that is proposed to the Staffing and Remuneration Committee by the Member Panel. This will be in the range of HB1 £105,761 - £122,711, as set out in the Council's Pay Policy Statement.
- 3.3. Subject to (3.1) above, any appointment made will take effect when the appointed candidate accepts in writing the contract of employment offered to them by the Council.
- 3.4. To agree that, if the successful candidate decides not to accept the role for any reason and there is an alternative appointable candidate recommended by the Member Panel, that this candidate is appointed to the role subject to (3.1), (3.2), and (3.3) above.

4. Reason for decision

- 4.1. 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

- 5.1. 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

- 6.1. The recruitment and selection process for the Assistant Director of Culture and Creativity was as follows:
 - (a) In May 2023, the Council utilised an executive recruitment agency to undertake a campaign of advertising for the post of Assistant Director of Culture and Creativity. The advert had a closing date of 23 June 2023. 59 candidates applied for the role and a longlist of 8 were considered. .
 - (b) Following a review of the longlist, four candidates were selected to take part in the informal interview stage with all candidates taken through to final assessment process.
 - (c) The shortlisted candidates will take part in a final assessment process on 10th July and 24th July 2023:
 - (i) Candidates will attend a stakeholder day on the 19 July 2023, where they will attend stakeholder panel (external stakeholder panel).
 - (ii) Jess Crowe, Director of Culture, Strategy, and Engagement, and Andy Donald, Chief Executive will hold informal 1:1s on the same day, 19th July 2023.

- (iii) The final interviews will be with the Member Panel: The Leader - Cllr Peray Ahmet, Cllr Reg Rice, Cllr Emily Arkell, and Cllr Nick da Costa, and will take place on the Monday 24th July 2023.
- (iv) The post of Assistant Director of Culture and Creativity has a proposed salary which is within a pay range of £105,761 - £122,711 and is recognised as a HB1 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.

6.2. The recommendation that the appointment will take effect if and when the appointed candidate accepts in writing the contract of employment offered to them by the Council is intended to ensure that the appointed candidate signs up to the contract of employment which the Council offers them.

7. Contribution to strategic outcomes

7.1. The post of Assistant Director of Culture and Creativity 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

Finance (including Procurement)

8.1. The cost of the post of Assistant Director of Culture and Creativity within the range set out above, can be met from the approved budget for this post.

Legal

8.2. A local authority shall appoint such officers as it thinks necessary for the proper discharge by the authority of such of their functions (section 112 Local Government Act 1972).

8.3. In accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 ("the 2001 Regulations") and Part 4 Section K of the Council's Constitution, any proposed appointment to the post referred to in this report will be required to be appointed by this Committee. In addition, the 2001 Regulations state that where a committee or a sub-committee of the council is discharging the function of appointment on behalf of the authority, at least one member of the cabinet must be a member of that committee or sub-committee.

8.4. The offer of appointment of the Assistant Director of Culture and Creativity shall only be made 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.

8.5. 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.

8.6. Under section 7 of the Local Government and Housing Act 1989, every appointment to a paid office or employment to a Council post must be made on merit.

9. Use of Appendices

9.1. Not applicable.

10. Local Government (Access to Information) Act 1985

10.1. Not applicable.