

Bhavya Nair,
Principal Committee
Co-ordinator

19 January 2024

To: All Members of the Appointments Panel

Dear Member,

Appointments Panel - Tuesday, 23rd January, 2024

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 THE DIRECTOR OF FINANCE (PAGES 1 - 4)**
6. **APPOINTMENT TO THE POST OF ASSISTANT DIRECTOR FOR LEGAL AND GOVERNANCE (PAGES 5 - 10)**
10. **APPOINTMENT TO THE POST OF ASSISTANT DIRECTOR FOR LEGAL AND GOVERNANCE (PAGES 11 - 12)**

Yours sincerely

Bhavya Nair, Principal Committee Co-ordinator
Principal Committee Co-Ordinator

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Report for: Appointments Panel – 24th January 2024

Title: Appointment to the post of Director of Finance

Report authorised by: Andy Donald, Chief Executive Officer

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 Director of Finance, began in October 2023 with a closing date of 23rd November 2023. 5 candidates applied for the role and were taken through to the technical interview stag of the process, following this, a long list of 4 candidates were considered and put forward for members shortlisting. Following the members review of the 4 candidates presented, all 4 candidates were shortlisted and selected to take part in the final assessment stage, which included separate informal conversations with both Andy Donald, CEO and The Leader, Cllr Peray Ahmet, this was followed by a Stakeholder Assessment Day. The final member panel interviews are being held on the 23rd of January 2024.
- 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 Appointments Panel is required to discharge the Council's functions in respect of the appointment of a suitable candidate to the post the Director of Finance.

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 Director of Finance subject to the objections process of the Cabinet whereby the Appointments Panel may only make the offer of appointment of the Director of Finance when:
 - (a) no objection has been made by any member of the Cabinet, or
 - (b) if any objection is made, the Appointments Panel 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 Director of Finance to be on the salary that is proposed to the Appointments

Panel by the Member Panel. This will be HB3 in the range of £155,790 - £180,795 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 him/her 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 Director of Finance was as follows:

- (a) In October 2023, the Council utilised an executive recruitment agency to undertake a campaign of advertising for the post of Director of Finance. The advert had a closing date of 23rd November 2023. 5 candidates applied for the role and were taken through to the technical interview stage of the process. A long list of 4 candidates were presented to the member to shortlist.

- (b) Following a review of the longlist, the members selected to take through all 4 candidates to the next stages which included separate informal conversations with both Andy Donald, CEO and The Leader, Cllr Peray Ahmet

- (c) One candidate regrettably withdrew from the process following the informal conversations with Andy Donald, CEO and The Leader, Cllr Peray Ahmet

- (d) The short-listed candidates also took part in a final assessment process which included 3 separate stakeholder panels (CLT, External Partners and Staff EDI Network) on 12th January:

- I. Informal conversations with Andy Donald CEO and The Leader Cllr Peray Ahmet were held on 20th December 2023
- II. Candidates attended a stakeholder assessment day on the 12th January 2024 February, where they took part in 3 separate stakeholder panel interviews (CLT/External Partners/Staff EDI Network)

- III. The final interviews will be with the Member Panel: The Leader, Cllr Peray Ahmet, Cllr Reg Rice, Cllr Dana Carlin, Cllr Cressida Johnson and Cllr Marsha Isilar-Gosling will take place on the 23rd January 2024
 - IV. The post of Director of Finance has a proposed salary which is within a pay range of £155,790 - £180,795 and is recognised as a HB3 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 General Purposes 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 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.

7. Contribution to strategic outcomes

- 7.1. The post of 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

Finance (including Procurement)

- 8.1. The cost of the post Director of Finance within the range set out above, can be met from the approved budget for this post.

Head of Legal & Governance (Monitoring Officer)

- 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 Director of Finance 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 Appointments Panel 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 Appointments Panel 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.

Report for: Appointments Panel – 23rd January 2024

Title: Appointment to the post of Assistant Director for Legal and Governance (Monitoring Officer)

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

Lead Officer: Ben Hunt, Head of Chief Executive’s Office / Christiana Kyriacou, Strategic HR & OD Business Partner

Ward(s) affected: All

Report for: Non-Key Decision

1. Describe the issue under consideration

- 1.1. The Chief Executive, as Head of Paid Service, proposed changes to the senior management structure in November 2023. This comprised of deleting the post of Head of Legal and Governance (Monitoring Officer) and creating a new post of Assistant Director for Legal and Governance (Monitoring Officer). This new Assistant Director post brings together the current Head of Legal and Governance’s services of Legal, Democratic Services, Information Governance, and the Coroner’s Service and adds in Electoral Services into one new function, with much needed senior management capacity and oversight. The proposal also included a change of reporting line for the new function to the Director of Culture, Strategy & Engagement, however, for Monitoring Officer duties, the new post would continue to report directly to the Chief Executive.
- 1.2. As per the Council’s Organisation Change Policy, postholders affected by the changes were consulted. The proposal outlined that due to the deletion of the Head of Legal & Governance (Monitoring officer) post the current postholder was put ‘at risk’ of redundancy. However, the new role of Assistant Director for Legal & Governance (Monitoring Officer) was considered a suitable alternative role and the new post is to be offered to the affected postholder as the prospective postholder on this basis and subject to the relevant approval process.
- 1.3. Therefore, this report seeks approval to confirm the appointment of the prospective postholder to the role of Assistant Director for Legal and Governance (Monitoring Officer) in line with Part 4, Section K, Section 4 of the Council’s Constitution.

2. Cabinet Member Introduction

- 2.1 Not applicable.

3. Recommendations

- 3.1. To note the content of this report and agree to appoint the prospective postholder to the post of Assistant Director for Legal and Governance (Monitoring Officer) subject to the objections process of the Cabinet whereby the Appointments Panel may only make the offer of appointment when:
 - (a) no objection has been made by any member of the Cabinet, or
 - (b) if any objection is made, the Appointments Panel has declared itself satisfied that the objection is not material or well-founded.
- 3.2. Subject to (3.1) above, to agree a salary within the salary range of grade HB1 of £109,464 - £127,008 as set out in the Council's Pay Policy Statement.
- 3.3. To note that as the prospective postholder was previously approved as the Council's Monitoring Officer by Full Council on 01 March 2021, it is not required to return to Full Council for approval for this aspect of the role.

4. Reason for decision

- 4.1. To fill a senior post in the council's organisation structure from among existing officers and in line with the Council's Organisation Change Policy and the Council's Constitution. This will avoid the potential risk and cost of an unnecessary redundancy, as well as de-stabilising the leadership of these important Council services.

5. Alternative options considered

Not appointing to the role. This could lead to an unnecessary and very costly redundancy situation and recruitment campaign.

6. Background information

- 6.1. The Head of Legal and Governance post at grade HC3 was established in 2021, and at that time the service contained three main functions – Legal Services, Democratic and Scrutiny Services, along with Business Support and Registrars. The post was also designated as the Monitoring Officer – one of the council's three statutory officers. The role reported directly to the Chief Executive.
- 6.2. At the time of recruiting and appointing to the role of Head of Legal & Governance (Monitoring Officer), the role was subject to the officer appointment process and not a member interview/appointment process but was subject to Full Council approval for the statutory Monitoring Officer aspects of the role. Both processes were undertaken in line with policy and the Council's Constitution at the time.
- 6.3. Since then, the role expanded to include two new areas – Information Governance, including managing a newly created Head of Information Governance post, and the Coroner's Service, holding the strategic relationship

and line management responsibilities for the five-borough shared service hosted by Haringey council. These are two significant additional areas of work.

- 6.4. Alongside this, the council's Electoral Services sat within the Human Resources department, with the Head of Electoral Services reporting to the Chief People Officer. This arrangement was put in place in 2021 as a temporary measure, and so a permanent home for this service was needed.
- 6.5. It was therefore decided that these services would be brought together under a new Assistant Director for Legal and Governance (Monitoring Officer) post at Grade HB1, giving much needed senior management capacity and oversight and recognising the strategic importance of these critical corporate services. At the same time, this new service would move to the Culture, Strategy and Engagement (CSE) directorate. This would ensure the service benefits from being part of a wider directorate, and the new Assistant Director post has the appropriate leadership support.
- 6.6. For all Monitoring Officer functions, the Assistant Director for Legal and Governance would retain a direct reporting line to the Chief Executive. The post would remain on the Council Leadership Team.
- 6.7. The above changes were subject to a consultation process with affected staff which commenced on 14th November 2023 and has been concluded.
- 6.8. The proposal outlined that due to the deletion of Head of Legal & Governance role, this put the current post holder 'at risk' of redundancy. However, the new role of Assistant Director for Legal & Governance (Monitoring Officer) was considered a suitable alternative post (in line with policy) and at the end of consultation was offered as such to the postholder based on a-c below and subject to d:
 - a. the new role is one grade up from the postholder's substantive grade
 - b. the similarity of the new post to the current post
 - c. the postholder skills, abilities and personal circumstances
 - d. where the post is a member appointment, and the individual is being redeployed to the new post from a post that isn't a member appointment (i.e., they have never had a member interview) then the redeployment is subject to approval by the Appointments Panel

7. Contribution to strategic outcomes

- 7.1. The post of Assistant Director for Legal and Governance (Monitoring Officer) is a key role and part of the strategic leadership of the Council, as well as one of the council's three statutory officers (Monitoring Officer). It is responsible for the delivery of Council priorities and corporate delivery plan.

8. Statutory Officers' Comments

Finance (including Procurement)

- 8.1. The proposal to delete the Head of Legal and Governance (Monitoring Officer) post and create the post of Assistant Director for Legal and Governance (Monitoring Officer) will incur an additional cost which has been built into the 24/25 Budget and 24-29 MTFS.

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, the appointment of Directors which included Assistant Directors must be made by the Appointments Panel. The post referred to in this report therefore falls within the remit of 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. Under the Councils’ Organisational Change Policy the prospective postholders old role of Head of Legal and Governance (Monitoring Officer) meets the criteria of a suitable alternative post and the appointment by way of assimilation into the role is recommended on that basis.
- 8.5. Members will note that the Monitoring Officer function was not put at risk and the appointment to that statutory role does not require the further approval of Full Council.
- 8.6. Under Part 4 Section K paragraph 4 of the Constitution, the offer of appointment of the Assistant Director for Legal and Governance (Monitoring Officer) 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 Appointments Panel has declared itself satisfied that the objection is not material or well-founded.
- 8.7. 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 Appointments Panel must consider and approve the proposed salary.
- 8.8. 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. For the reasons stated above in paragraph 8.4 the proposed appointment is put forward as meeting this criteria.

9. Use of Appendices

- 9.1. Not applicable.

10. Local Government (Access to Information) Act 1985

10.1. Not applicable.

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By virtue of paragraph(s) 1, 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is exempt

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