

NOTICE OF MEETING

STAFFING AND REMUNERATION COMMITTEE

Monday, 28th March, 2022, 5.00 pm (or on the rising of the member interview panel, whichever is later) - George Meehan House, 294 High Road, Wood Green, London, N22 8JZ

Members: Councillors Dhiren Basu (Chair), Charles Adje, Julie Davies, Paul Dennison, and Reg Rice.

Quorum: 3

In accordance with section 100A(6), 100B(3), and 100B(4)(b) of the Local Government Act 1972, the Chair of the meeting is of the opinion that this item (the Appointment of an Assistant Director of Schools and Learning) should be considered at this meeting as a matter of urgency by reason of special circumstances which are that the agenda and report were not published in error. The appointment is due to be undertaken following the member interview panel on 28 March 2022 and it is sought to appoint to the position as soon as possible.

1. **FILMING AT MEETINGS**

Please note that this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Although we ask members of the public recording, filming or reporting on the meeting not to include the public seating areas, members of the public attending the meeting should be aware that we cannot guarantee that they will not be filmed or recorded by others attending the meeting. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on. By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

The chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the Council.

2. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

3. URGENT BUSINESS

The Chair will consider the admission of any late items of Urgent Business. (Late items of Urgent Business will be considered under the agenda item where they appear. New items of Urgent Business will be dealt with under agenda item below. New items of exempt Urgent Business will be dealt with at agenda item below).

4. DECLARATIONS OF INTEREST

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct

5. APPOINTMENT TO THE POST OF ASSISTANT DIRECTOR FOR SCHOOLS AND LEARNING (PAGES 1 - 6)

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 the Assistant Director for Schools and Learning.

6. EXCLUSION OF THE PRESS AND PUBLIC

Item 7 is likely to be subject to a motion to exclude the press and public from the meeting as it contains exempt information as defined in Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); para 1, information relating to an individual.

7. EXEMPT - APPOINTMENT TO THE POST OF ASSISTANT DIRECTOR FOR SCHOOLS AND LEARNING

To consider the exempt information in relation to agenda item 5.

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

Thursday, 24 March 2022

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LATE BUSINESS SHEET

Report Title: Agenda Item 5 – Appointment to the post of Assistant Director for Schools and Learning

Committee: Staffing and Remuneration Committee

Date: 24 March 2022

Reason for lateness and reason for consideration

In accordance with section 100A(6), 100B(3), and 100B(4)(b) of the Local Government Act 1972, the Chair of the meeting is of the opinion that this item should be considered at this meeting as a matter of urgency. The report sets out the background information and the process for appointment.

Under s100B(4)(b) of the Local Government Act 1972, the Chair of the meeting is of the opinion that the report should be considered at the meeting as a matter of urgency by reason of special circumstances. These circumstances are that the agenda and report were not published in error. The appointment is due to be undertaken following the member interview panel on 28 March 2022 and it is sought to appoint to the position as soon as possible.

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Report for: Staffing and Remuneration Committee – 28 March 2022

Title: Appointment to the post of Assistant Director for Schools and Learning

Report authorised by: Ann Graham, Director of Children’s Services

Lead Officer: Sunny Rana, Recruitment Business Manager,
sunny.rana@homesforharingey.org

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 for Schools and Learning began in January 2022 with a closing date of 25 February 2022. 35 candidates applied for the role and a long list of 9 were considered and put forward. Following a review, 3 candidates were selected to take part in an informal conversation with Andy Donald (Chief Executive) and Ann Graham (Director of Children’s Services) with all 3 candidates put through to the final assessment stage. The final assessment stages will take place on 28 March 2022.
- 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 the Assistant Director for Schools and Learning.

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 for Schools and Learning, 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 for Schools and Learning 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 for Schools and Learning 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 £102,300 - £119,000 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 Assistant Director for Schools and Learning has been as follows:
 - (a) In January 2022, the Council utilised an executive recruitment agency to undertake a campaign of advertising for the Assistant Director for Schools and Learning. The advert had a closing date of 25 February 2022. 35 candidates applied for the role and a long-list of 9 were considered.
 - (b) Following a review of the longlist, 3 candidates were selected to take through to the informal interview stage with all 3 candidates taken through to final assessment process.
 - (c) The short-listed candidates will take part in a final assessment process on 28 March 2022 as follows:
 - (i) Candidates will be interviewed by a Stakeholder Panel which are made up of various officers from across the service areas that will be led by the role Eubert Malcolm Assistant Director, Stronger and Safer Communities.
 - (ii) The 2 stakeholder sessions will be followed by the final interview with the Member Panel: Cllr Dhiren Basu, Cllr Zena Brabazon, and Cllr Tammy Palmer.
 - (iii) The post of Assistant Director for Schools and Learning has a proposed salary which is within a pay range of £102,300 - £119,000 and is recognised as a HB1 role within the Council's Senior Leadership pay bands.

- (iv) 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 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 Assistant Director for Schools and Learning 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 Assistant Director for Schools and Learning post, 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 Assistant Director for Schools and Learning 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.