

Report for: Staffing & Remuneration Committee: 31 January 2020

Title: Appointment to the position of Assistant Director for Early Help and Prevention

Report authorised by : Ann Graham – Director of Children’s Services
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Ward(s) affected: All

Report for Non Key Decision

1. Describe the issue under consideration

- a. The recruitment and selection campaign for the 18 month Fixed Term/Secondment Assistant Director for Early Help and Prevention role began in October 2019. Following on from the shortlisting process, there were 3 candidates invited for technical assessment and 2 candidates were then recommended for progression to a final interview assessment. The committee concluded that 2 applicants should be put forward for final interview. The committee is requested to consider the applications for the post of the Assistant Director for Early Help and Prevention
- b. 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 approve the appointment of the Assistant Director for Early Help and Prevention, following the recommendation of the Interview Panel.

2. Cabinet Member Introduction

Not applicable.

3. Recommendations

- a. That the Committee interviews and decide an appointment as appropriate for the post of Assistant Director for Early Help and Prevention, subject to the objections process of the Cabinet whereby this Committee may only make or approve the appointment of the Assistant Director for Early Help and Prevention 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 for Early Help and Prevention will be on the salary that is proposed to the Committee. This will be in the range of £99,600 - £115,800 as set out in the Council's Pay Policy Statement.
- c. Subject to (a) 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.

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 for Early Help and Prevention has been as follows:
 - i. In October 2019, the Council appointed Penna as the recruitment partner to undertake a campaign of advertising and executive search for the Assistant Director for Early Help and Prevention. Following the closing of the role and the shortlisting process, 3 candidates were put forward for the first round of assessment to test the candidates technical abilities and leadership qualities. The outcomes of the technical interviews have been considered and 2 candidates have been shortlisted to take part in the final interviewing assessment.
 - ii. The shortlisted candidates will be interviewed by the Committee: Cllr Zena Brabazon, Cllr Tammy Palmer, Cllr Makbule Gunes, Cllr Mark Blake on 31 January 2020. Ann Graham, Director of Children's Services will be the Technical Advisor to the committee. There will also be a partners' interview panel as part of the interview assessment process with representation from the NHS, Adults Service, Stronger Communities and the Voluntary Sector (Bridge Renewal Trust).
 - iii. As part of the interview process, the 2 shortlisted candidates will have a Young People's interview with Aspire.

- iv. The post of Assistant Director for Early Help and Prevention has a proposed salary which is within a pay range of £99,600 to £115,800 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.

7. Contribution to strategic outcomes

- a. The post of Assistant Director for Early Help and Prevention 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 Finance 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

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 consideration of applications for the post and the interview process by the

- a. The Staffing and Remuneration Committee may only make or approve the appointment of the Assistant Director for Early Help and Prevention 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.
- b. 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.

10. Use of Appendices

Not applicable

11. Local Government (Access to Information) Act 1985

Not applicable.