

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,
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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.