



REPORT TEMPLATE

Agenda item:

[No.]

General Purposes Committee

On 29 September 2008

Report Title: **Recruitment Panel for Assistant Director, Strategy and Business Improvement, Urban Environment Directorate**

Forward Plan reference number (if applicable): None

Report of: Director of Urban Environment

Wards(s) affected: All

Report for: **Non-Key decision**

1. Purpose (That is, the decision required)

- 1.1 This report recommends that a recruitment panel is established for the recruitment to the post of Assistant Director, Strategy and Business Improvement in the Urban Environment Directorate.
- 1.2 This is the final Assistant Director post to be recruited to and will complete the senior management structure of the Urban Environment Directorate.
- 1.3 Given the similarity and nature of the post as equivalent to the current role and responsibility to the dedicated Improver (Assistant Director – Business Improvement Urban Environment) role allocated to the Urban Environment Directorate, it is recommended that the post is filled by the closed ring-fence procedure.

2. Introduction by Cabinet Member (if necessary)

- 2.1 None required.

3. Recommendations

- 3.1 That a recruitment panel consisting of a three Members (two majority party and one opposition Member) be established to consider the appointment of the Assistant Director, Strategy and Business Improvement for the Urban Environment Directorate
- 3.2 That this panel should be a closed ring-fence, given the similarity of the post to an

existing employees role, responsibilities, duties and accountabilities.

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4. Chief Financial Officer Comments

4.1 The current full year cost of this post at the midpoint of the grade is £99,403 inclusive of oncosts. Budget provision to meet the cost is included in the Urban Environment's currently approved base revenue budget.

5. Head of Legal Services Comments

5.1 The procedure for appointing Chief and Deputy Chief Officers is set out in Regulations which are reflected in Part 4 Section K of the Council's Constitution. The Recruitment Panel, formally set up by GPC, must have a membership agreed by the Chair and by the Leader. At least one Member of the Recruitment Panel must be a Cabinet Member. Recommendation 3.2 is in accordance with the Council's employment policies and the relevant law.

6. Local Government (Access to Information) Act 1985

6.1 Report to the Chief Executive's Management Board and the Cabinet Advisory Board of 2 and 18 October 2007 (respectively) and associated minutes[List background documents]

7. Strategic Implications

7.1 This post is critical to the delivery of the Urban Environment Directorate's back-office services. The post holder will have overall responsibility for business strategy and improvement, performance management, co-ordination of the Better Haringey project and business management services. As a key deliverer of universal services to the people and businesses of Haringey, the Urban Environment Directorate is pivotal to success of the council as a whole. This post is at the core of the services offered by the council and as such is critically important to service delivery.

8. Financial Implications

8.1 The post has been identified as graded SM3/SM4. Full provision for the costs of the post have been included in the agreed revenue budget for the Urban Environment Directorate. No additional costs are expected beyond those that have been accounted for already.

9. Legal Implications

9.1 These are set out in paragraph 5.1.

10. Equalities Implications

10.1 The Council's Equal Opportunities in Employment policies will apply to the position and the recruitment process.

11. Consultation

11.1 The Staff Side have been consulted on the creation of this post and have raised to objection to the post or the process.

12. Background

12.1 Appendix 1 (report to the Cabinet Advisory Board and the Chief Executive's Management Board) to this report includes the background information for this post.

13. Conclusion

13.1 It is concluded that this post is necessary for the proper functioning of the Urban Environment Directorate and for the delivery of effective services to Haringey's residents.

13.2 Given the grade of the post, a Member level appointment panel is necessary for the closed ring-fence interview and therefore it is expedient that such a panel is established as soon as possible.

14. Use of Appendices / Tables / Photographs

14.1 Appendix 1 – Report to the CEMB (2 October 2007) and CAB (18 October 2007)