

SENIOR APPOINTMENTS SUB COMMITTEE

Date: Thursday 10th October 2019
Time: 5.00 pm
Venue: The Holiday Inn, New Road, Weston Turville, Aylesbury, HP22 5QT

Councillors: A Cranmer, N Naylor, M Shaw, M Tett and K Wood

Fire Alarm - In the event of the fire alarm sounding, please leave the building quickly and calmly by the nearest exit, and do not re-enter the building until told to do so by a member of staff.

AGENDA

1. Declarations of interest
2. Tier 2 Appointments (Pages 1 - 4)
3. Exclusion of the public

To resolve that under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item(s) of business on the grounds that it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.

Paragraph 1 Information relating to any individual

Paragraph 2 Information which is likely to reveal the identity of an individual

4. Verbal report: Tier 2 Appointments

During the private session of the meeting, the names of the proposed successful candidates for appointment to the Tier 2 roles will be presented verbally by the Chairman of the Sub Committee for consideration and decision.

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Report for:	Senior Appointments Sub Committee
Meeting Date:	10th and 11th October 2019

Title of Report:	Tier 2 Appointments
Shadow Portfolio Holder	Councillor Martin Tett – Leader of the Shadow Executive Councillor Katrina Wood – Deputy Leader of the Shadow Executive and Resources Portfolio Holder
Responsible Officer	Chief Executive of Buckinghamshire Council, Rachael Shimmin
Report Author Officer Contact:	Rachael Shimmin, 01296 383216, rshimmin@buckscc.gov.uk
Recommendations:	The Senior Appointments Sub-Committee is asked to agree the appointments to the Tier 2 roles of Deputy Chief Executive, Corporate Director Resources, Corporate Director Planning & Sustainability and Corporate Director Communities, and to agree the proposed salary levels.
Corporate Implications:	<u>Resourcing requirements</u> There are no additional financial resourcing requirements as a consequence of this report. <u>Legal implications</u> As outlined in the report.
Options: (If any)	The options are: (i) To agree appointments to these roles (ii) To not agree some or all of the appointments, creating the requirement for a further selection process.
Reason:	To ensure that the senior team for the new Buckinghamshire Council is confirmed and appointed as soon as possible.

1. Purpose of Report

This report outlines the recruitment process that has been undertaken for the Tier 2 posts and the agreed pay and terms and conditions for these posts. During the private session of the meeting, the names of the proposed successful candidates for appointment to the Tier 2 roles will be presented verbally by the Chairman of the Sub Committee.

2. Senior Appointments Sub Committee

Senior appointments are a function of the Shadow Executive under The Buckinghamshire Structural (Changes Order) 2019. The Senior Appointments Committee is responsible for discharging functions in relation to senior appointments as set out in Constitution for the Shadow Authority. It was agreed that a smaller sub-group of the Senior Appointments Committee be established to agree appointments to the Tier 2 and the Tier 3 statutory roles. The Senior Appointments Sub Committee is to consist of the Leader of the Shadow Executive, two County Council Members and two District Council Members.

3. Recruitment & Selection Process

An external professional partner, Green Park, was selected through one of our procurement frameworks to support with the selection to the four posts. Three technical assessors were also identified to support the process, the current Chief Executive of Brent Council to support the process for the Corporate Director Planning & Sustainability, the current Chief Executive of East Sussex for the role of Deputy Chief Executive and the former Chief Executive of Dorset County Council for the roles of Corporate Director Resources and Corporate Director Communities. Following national advertising, a longlist of candidates was agreed by Rachael Shimmin, Chief Executive of Buckinghamshire Council, the external professional partner of Green Park and the relevant technical assessor for each of the roles.

Technical interviews took place between 25 – 31 September 2019 and recommendations from these interviews discussed with the Senior Appointments Sub-Committee at a meeting on 3 October, where a final shortlist of candidates was agreed to invite to the final assessments on 10 October for the roles of Deputy Chief Executive and Corporate Director Resources and on 11 October for the roles of Corporate Director Communities and Corporate Director Planning & Sustainability.

The final assessments consist of the following elements:

- A stakeholder panel session
- An employee panel session
- Presentation and interview with the Senior Appointments Sub Committee (who will also consider the feedback from both panels in their decision making process)

4. Pay & Key Terms & Conditions

At its meeting of 23 July, the Shadow Executive agreed a single pay leadership pay broad band of £90,000 - £226,000, with the following expectations set for Tier 2 appointments.

Buckinghamshire Council - Leadership Broad Band – Detail – Tier 2 and Tiers 3

Tier	Typical JE Size	Median	Mid-Point Salary	Upper Quartile
T2	1359 – 1708	£140,000	£155,000	£170,000

The jobs were advertised at £150,000, with more available for exceptional candidates. Proposed salaries will reflect the complexity of the context that the newly appointed Tier 2s

will be undertaking and also the assessed quality of the applicant, including skills and experience, the scarcity of the required skills and candidates expectations.

At its meeting of 10 September, the Shadow Executive agreed that salaries above £100,000 could be agreed by the Senior Appointments Committee or its Sub Committee.

Other terms and conditions of employment will be as outlined and agreed by Shadow Executive on 23 July.

5. Financial Implications

Salaries for these posts will be agreed in line with the salary bands agreed by the Shadow Executive.

6. Legal Implications

Should the Sub-Committee consider the statutory roles of s151 Officer and Monitoring Officer do not align to Tier 2 roles as a result of this selection process, a further selection process will take place to Tier 3 posts, to identify individuals with the right skills and, where relevant, qualifications to be designated these statutory roles. Appointment to proper officer and statutory roles will occur after the above recruitment process concludes, in accordance with legal and constitutional requirements.

7. Other Key Risks

Appointing as soon as possible to these posts will support the Chief Executive in her responsibilities in creating the new Council from 1 April 2020 and with the transformation of the new organisation.

8. Communications Plan

An internal and external communications plan is being developed with the communications team. No communications will be issued until after the call-in period.

9. Equalities Implications

None.

10. Next Steps

Following the appointment decision, Human Resources will make an offer to the recommended candidates. This offer will be conditional on satisfactory references. A formal offer of appointment will be made after the call-in period has lapsed.

Background Papers	None other than those referred to in the report.
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