

## **STAFFING COMMITTEE**

**Date:- Thursday, 14 May 2020      Venue:- Virtual Meeting**  
**Time:- 4.00 p.m.**

### **AGENDA**

1. Apologies for Absence
2. Declarations of Interest
3. Minutes of the Meeting held on 2 March 2020 (Pages 1 - 4)
4. To consider whether the press and public should be excluded from the meeting during consideration of any part of the agenda.
5. To determine any item which the Chairman is of the opinion should be considered as a matter of urgency.
6. Recruitment of Strategic Director, Children and Young People's Services (Pages 5 - 8)

**STAFFING COMMITTEE**  
**2nd March, 2020**

Present:- Councillor Alam (in the Chair); Councillors Cowles, Read and Watson.

**20. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**21. TO CONSIDER WHETHER THE PRESS AND PUBLIC SHOULD BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF ANY PART OF THE AGENDA**

The Chair advised that there were no items of business on the agenda which would require the exclusion of the press and public from the meeting.

**22. TO DETERMINE ANY ITEM WHICH THE CHAIR IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY**

The Chair reported that there were no urgent items of business requiring the consideration of the Committee.

**23. SECONDMENT TO THE ROLE OF ASSISTANT CHIEF EXECUTIVE**

Consideration was given to the report of the Chief Executive that proposed a fixed term secondment of an officer from the Local Government Association to the role of Assistant Chief Executive up until the end of the 2020 following the resignation, effective from May 2020 of the current post holder, Shokat Lal. It was noted that Mr Lal was leaving the authority in order to take up the post of Executive Director of Core Services at Barnsley Metropolitan Borough Council. The report also detailed a proposed approach to the recruitment of a permanent Assistant Chief Executive later in the year.

It was noted that the post of Assistant Chief Executive was a key role in the Council's strategic leadership team that provided strategic management of key corporate and support services that were integral in driving improvement across the authority. The role also provided strategic support to the Leader of the Council, Cabinet and to the Overview and Scrutiny function of the Council. It was noted that recruitment process to fill the position would take approximately six months and that given the important work due to be undertaken by the postholder in the period that followed the Borough elections in May 2020 it was proposed that a secondment from the Local Government Association be approved to fill the post at this important time with the recruitment process for a permanent appointment taking place later in the year.

**STAFFING COMMITTEE - 02/03/20**

The report noted that during the period of the Commissioner-led Government intervention the Council had received support from Judith Hurcombe, Programme Manager at the Local Government Association, and given Ms Hurcombe's extensive experience of working with the Council, along with her varied experience of corporate governance, policy, performance and improvement working with local authorities across the country it was proposed that Ms Hurcombe be seconded to the role of Assistant Chief Executive until the end of the calendar year. It was noted that the Leader of the Council and the Leader of the Opposition had been consulted and were fully supportive of the proposed secondment and the process for recruiting to the post permanently.

**Resolved: -**

- (1) That, in accordance with Officer Employment Procedure Rule 6.1, Judith Hardcombe be seconded from the Local Government Association to the role of Assistant Chief Executive for the period 20 April - 31 December 2020.
- (2) That authority be delegated to the Senior Officer Appointments Panel to undertake the recruitment and selection process for the permanent appointment of a new Assistant Chief Executive later in the year.
- (3) That the thanks of the Staffing Committee be conveyed to the outgoing Assistant Chief Executive, Shokat Lal, for his service to the Council and the borough of Rotherham since 2016.

**24. PAY POLICY STATEMENT 2020/21**

Consideration was given to the report of the Assistant Chief Executive requesting that the Staffing Committee comment on the Council's Pay Policy Statement for 2020-21 in advance of it being submitted to Council for approval.

It was noted that the Localism Act 2011, Chapter 8 Pay Accountability, made it a legal requirement for authorities to produce and publish a Pay Policy Statement by 31 March each year that this must be agreed by Council and detail the remuneration of its Chief Officers.

The Pay Policy Statement for 2020-21 was attached as an appendix to the officer's report.

**Resolved: -** That the Pay Policy Statement for 2020-21, as attached at Appendix 1 of the officer's report be noted and recommended to Council for approval.

**25. GENDER PAY GAP REPORTING 2019**

Consideration was given to the report of the Assistant Chief Executive that met the Council's obligations under the Gender Pay Reporting Legislation that had been introduced in 2017 requiring employers with 250 or more employees to publish annually statutory calculations showing how large the pay gap was between their male and female employees. It was noted that the Council had up to 12 months following the annual snapshot date of 31 March to publish this information on the Council and Government websites, with the deadline for public sector employers to report for the snapshot date of 31 March 2019 being 30 March 2020. It was noted that a positive pay gap indicated that men were paid more than women and a negative pay gap indicated that women were paid more than men.

The full Gender Pay Gap report for 2019 was attached as an appendix to the officer's report. The report stated that over the last seven years the Council had seen significant reductions in its Gender Pay Gap, with the mean positive pay gap reducing from 18.2% to 10.6%. It was noted that while this reduction in the gap was welcome, whilst ever there was a gap work would continue to address the imbalance.

The report highlighted key issues from the report for the Committee's consideration including:

- The median gender pay gap for the Council at the end of March 2019 was almost the same as the previous year, increasing from 13.3% to 13.4%. The mean pay gap had also increased from 9.9% to 10.6% after falling from 11.5% the previous year. It was noted that an analysis of the underlying data had not identified any specific cause that could explain these changes.
- The Council's pay gap showed that overall men were still paid more than women, however, the figures compared favourably with the average UK gap 17.3%.
- In Black and Minority Ethnic (BAME) employees the Council had a negative 8.2% median pay gap and negative 4.3% mean pay gap. For disabled employees there was a negative 6.6% median and a negative 2.6% mean. The negative pay gap indicated that both BAME and disabled employees were paid more than non-BME/disabled employees.

It was noted that as no other Council in the region had published data for 2019, benchmarking was only available for 2018, with the benchmarking that had been carried out on the 2018 figures showing that the Council's gender pay gap median figure compared favourably with that of neighbouring authorities.

It was noted that the report was scheduled to be discussed at the meeting of the Overview and Scrutiny Management Board on 4 March 2020.

**Resolved: -**

**STAFFING COMMITTEE - 02/03/20**

That the Gender Pay Gap report for 2019, as attached at Appendix 1 of the officer's report be noted and approved for publication.

Public Report  
Staffing Committee

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**Committee Name and Date of Committee Meeting**

Staffing Committee – 14 May 2020

**Report Title**

Recruitment of Strategic Director, Children and Young People's Services

**Is this a Key Decision and has it been included on the Forward Plan?**

No

**Strategic Director Approving Submission of the Report**

Shokat Lal, Assistant Chief Executive

**Report Author(s)**

Lee Mann, Assistant Director HR and OD

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**Ward(s) Affected**

None

**Report Summary****Recommendations**

That Staffing Committee approve the request to fill the vacant post of Strategic Director Children and Young People's Services and refer the process to the Senior Officer Appointments Panel to make the appointment.

**List of Appendices Included**

None

**Background Papers**

Localism Act 2011 Hutton Review of Fair Pay in the Public Sector

Local Government Transparency Code 2015

Pay Policy Statement

Officer Employment Procedure Rules

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**

None

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## **Recruitment of Strategic Director, Children and Young People's Services**

### **1. Background**

- 1.1 Following the ill health of the Council's previous Strategic Director of Children and Young People's Services, an interim Strategic Director was appointed in November 2019.
- 1.2 Following confirmation of the Strategic Director's ill health retirement, formal arrangements need to be made to fill the post on a permanent basis prior to the interim arrangements ending in October 2020.

### **2. Key Issues**

- 2.1 Staffing Committee is asked to give their approval to recruit to the vacant Strategic Director post which is required to lead the delivery of the transformation agenda for the Directorate and associated budget savings.
- 2.2 As per the Officer Employment Procedure Rules and Code of Conduct, if approval is given by Staffing Committee to fill the vacant post, plans will immediately begin for attraction and selection, led by the Senior Officer Appointments Panel. The Senior Appointments Panel shall be comprised of:
  - Leader of the Council
  - Deputy Leader of the Council
  - Relevant Cabinet Member(s)
  - Leader of the Majority Opposition Group
  - Chair of Overview and Scrutiny Management Board
  - Other members to be determined by the Leader of the Council, in order to achieve a representative composition reflecting the diversity of the Council and who will have undertaken appropriate training in respect of recruitment and selection

It is intended to complete recruitment activity before the end of July 2020.

- 2.3 Based on a three-month notice period, it is expected that the successful candidate would take up post during October 2020 enabling a formal handover to be conducted with the current interim appointment. The salary for the Strategic Director post is £147,900 and will be advertised at the current rate (subject to the outcome of pay negotiations for 2020/21).
- 2.4 During the response to COVID-19 a modified recruitment protocol has been agreed and will be utilised if required, including the option to conduct the assessment stages of the recruitment process virtually.

### **3. Options considered and recommended proposal**

- 3.1 An extension of the current interim arrangements is not possible and therefore move to permanently recruit to the post in time to facilitate a formal handover period between the current post holder and new Strategic Director is the only viable option.

### **5. Consultation**

- 5.1 Consultation has taken place with the Chief Executive and Leader of the Council.

### **6. Timetable and Accountability for Implementing this Decision**

- 6.1 As per the Pay Policy Statement, Staffing Committee make recommendations to Council in relation to decisions affecting the remuneration of any post whose remuneration is or is proposed to be or would become £100,000 per annum or above.

- 6.2 Based on current plans and the requirement to have the new Strategic Director in post prior to the current interim arrangements coming to an end, the post will be advertised for a period of four weeks from the end of May with assessment centre and final interview panels completed by mid-July 2020.

### **7. Financial and Procurement Implications**

- 7.1 The Strategic Director of Children and Young Peoples Services is a budgeted post, therefore the current and future costs of the post are factored into the Council's financial planning. However, the report proposes a handover position between the current interim arrangement and the new post holder. This handover process would be an additional cost to the Council, not covered by budget, but assuming this is only over a small number of days it would not be expected to be significant. Each day would cost the Council in the region of £0.7k excluding pay award. In addition, there will be the cost of recruitment, likely to be between £15-20k.

### **8. Legal Implications**

- 8.1 There are no direct legal implications arising from this report.

### **9. Human Resources Implications**

- 9.1 An appropriately rewarded workforce motivates employees and meets standards of fairness and equality required by employment legislation.
- 9.2 During a time of significant change for the directorate, it is imperative that a high calibre permanent replacement is sourced and begins employment with the Council prior to the current engagement ending in October 2020.

**10. Implications for Children and Young People**

10.1 This post is the lead accountable officer for Children and Young People's Services. The appointment of a suitably qualified and experienced candidate supports the Council's key priority of every child making the best start in life.

**11. Equalities and Human Rights Implications**

11.1 Fair pay structures are a requirement of employment and equalities legislation.

**12. Implications for Partners and Other Directorates**

12.1 The role provides a strategic lead for Children and Young People's Services and is a member of the Strategic Leadership Team working corporately with Elected Members to ensure the Council vision; priorities and values are actively promoted and made a reality.

**13. Risks and Mitigation**

13.1 There is a risk that the Council will be unable to deliver continued improvement across Children and Young People's Services.

**14. Accountable Officer(s)**

14.1 Shokat Lal / Judith Hurcombe, Assistant Chief Executive

**Report author(s):**

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Directorate: Assistant Chief Executive

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