

**Committee Name and Date of Committee Meeting**

Staffing Committee – 20 July 2020

**Report Title**

Recruitment of Assistant Chief Executive

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

No

**Strategic Director Approving Submission of the Report**

Sharon Kemp, Chief Executive

**Report Author(s)**

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**Ward(s) Affected**

None

**Report Summary**

**Recommendations**

That Staffing Committee approve the request to fill the vacant post of Assistant Chief Executive 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 Assistant Chief Executive**

### **1. Background**

- 1.1 Following the promotion and move to Barnsley MBC of the Council's previous Assistant Chief Executive, formal arrangements need to be made to fill the post on a permanent basis.

### **2. Key Issues**

- 2.1 Staffing Committee is asked to give their approval to recruit to the vacant Assistant Chief Executive post, which will continue to lead the functions of Policy, Performance and Intelligence, Democratic Services, HR, Communications and Marketing, Change and Innovation and Neighbourhoods.
- 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
- 2.3 As per the current Pay Policy Statement, the salary for the Strategic Director post is £102,948 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 It is recommended to proceed to the appointment of the Assistant Chief Executive position. Continued interim arrangements would not provide the continuity of leadership required.

### **4. Consultation**

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

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

- 5.1 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.
- 5.2 Based on current plans and the requirement to have the new Assistant Chief Executive in post prior to the current interim arrangements coming to an end, the post will be advertised for a period of four weeks from mid-July with assessment centre and final interview panels completed by early September.

## **6. Financial and Procurement Implications**

- 6.1 The Assistant Chief Executive is a budgeted post, therefore the current and future costs of the post are factored into the Council's financial planning. The post salary is £102,948 per annum, however total cost of the post is £132,429 including on-costs.

## **7. Legal Implications**

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

## **8. Human Resources Implications**

- 8.1 An appropriately rewarded workforce motivates employees and meets standards of fairness and equality required by employment legislation.
- 8.2 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.

## **9. Implications for Children and Young People**

- 9.1 The appointment of a suitably qualified and experienced candidate supports the Council's key priority of every child making the best start in life.

## **10. Equalities and Human Rights Implications**

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

## **11. Implications for Partners and Other Directorates**

- 11.1 The role is a member of the Council's Strategic Leadership Team working corporately with Elected Members and external stakeholders to ensure the Council vision, priorities and values are actively promoted and made a reality.

## 12. Risks and Mitigation

- 12.1 There is a risk that the Council will be unable to deliver continued improvement across directorate services, with an ensuring impact across other directorates due to their corporate role.

## 13. Accountable Officer(s)

Sharon Kemp, Chief Executive

Approvals obtained from:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	03/07/20
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	26/06/20
Head of Legal Services (Monitoring Officer)	Bal Nahal	26/06/20
Assistant Director of Human Resources (if appropriate)	Lee Mann	23/06/20

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