

REPORT TO:	APPOINTMENTS COMMITTEE 11 th October 2018
SUBJECT:	APPOINTMENT TO DIRECTOR OF COMMISSIONING & PROCUREMENT
LEAD OFFICER:	Executive Director for Resources
CABINET MEMBER:	Councillor Simon Hall
WARDS:	All
CORPORATE PRIORITY/POLICY CONTEXT: The Council's management structure	
FINANCIAL SUMMARY: The salary cost of this post is contained within the 2018/19 budget.	

1. RECOMMENDATIONS

- 1.1 Agree the salary package of Director of Commissioning & Procurement of £117,300 per annum under the Localism Act 2011.
- 1.2 Undertake the selection for and agree an appointment to the post of Director of Commissioning & Procurement from the candidate(s) detailed in the Part B appendices to the agenda. Any appointment to be subject to the appointment notification process as set out in section 3.4 of part 4J of the Council's Constitution (Staff Employment Procedure Rules).

2. EXECUTIVE SUMMARY

- 2.1. This report seeks the Committee's approval to undertake the selection for the post of Director of Commissioning & Procurement specified under section 40 of the Localism Act 2011.

3. DETAIL

Background

- 3.1. The Director of Commissioning & Procurement reports to the Executive Director for Resources. The post has been covered with temporary arrangements since the substantive postholder left in July 2018.
- 3.2. As part of the senior management reorganisation in May 2018, there has been some realignment of services within the Resources department and the salary of the Director role has been reviewed for this appointment.
- 3.3 Appointing to this post will complete the permanent structure for the Resources department.



- 3.4 The Director of Commissioning & Procurement has been advertised and the intention is to appoint to the vacancy.

Localism Act 2011 and Pay Policy

- 3.5 Following the decision of the Annual Council meeting on 03 June 2014, the Appointments Committee has delegated responsibility for approving appointments beyond the threshold specified in statutory guidance issued by the Secretary of State under section 40 of the Localism Act 2011. The statutory guidance is that elected Members should be given an opportunity to vote before: salary packages upon appointment at or above a specified threshold are offered; and severance packages at or beyond a specified threshold are approved for staff leaving the Council's employment. For both these purposes, the specified threshold is currently £100,000 as set by Government.
- 3.6 As set out in the Council's pay policy, directors are appointed on fixed pay points, which are determined locally and subject to local review every two years. The pay policy for 2018/19 agreed by the Council on 27 February 2018 agreed a fixed pay point for the Director of Commissioning & Procurement at £117,300. A decision is required by the Committee to appoint at this pay level.

4 FINANCIAL AND RISK CONSIDERATIONS

4.1 Revenue and Capital consequences of report recommendations

	2018/19	2019/20
	£'000	£'000
Revenue Budget available	39.1	117.3
Effect of decision	39.1	117.3
Overspend / (underspend)	0	0

4.2 **The effect of the decision**

This is an established post and the budget identified in section 4.1 above has been aligned to the earliest anticipated start date of the successful candidate or to allow for continued cover arrangements. The appointment is expected to be effective on or after 1st December and the salary costs arising from this decision can be met from the 2018/19 budget.

4.3 **Risks**

There is a risk of being unable to retain the right calibre of person to this role if the salary is not comparable to the market.

4.4 **Options**

The alternative option of not filling the role; and for not making provision to appoint within the parameters of the Council's agreed Pay Policy Statement, is not considered sustainable or viable option as explained in paragraph 4.3 above.

4.5 **Future savings/efficiencies**

None identified.

Approved by: Richard Simpson, Executive Director of Resources

5 COMMENTS OF THE ACTING COUNCIL SOLICITOR AND ACTING MONITORING OFFICER

5.1 The Solicitor to the Council comments that the Council may appoint such staff as it considers necessary for the proper discharge of its functions on such reasonable terms and conditions, including remuneration, as the Council thinks fit.

5.2 The Council's Staff Employment Procedure Rules at Part 4.J of the Constitution provide for a notification process to ensure that the Leader and any other Cabinet

Members have no objections to the offer of appointment occurs before an offer of appointment is made to him/her.

Approved by: Sandra Herbert Head of Corporate and Litigation Law for and on behalf of Jacqueline Harris-Baker Director of Law and Governance, Council Solicitor and Monitoring Officer.

6 CUSTOMER, EQUALITIES, HUMAN RIGHTS, FREEDOM OF INFORMATION, DATA PROTECTION CRIME AND DISORDER IMPACT

6.1 There are no direct considerations arising from this report.

CONTACT OFFICER: Sue Moorman, Director of Human Resources

BACKGROUND DOCUMENTS: Job description - Director of Commissioning & Procurement