

LONDON BOROUGH OF CROYDON

REPORT:	APPOINTMENTS AND DISCIPLINARY COMMITTEE	
DATE OF DECISION	12 JULY 2023	
REPORT TITLE:	REVIEW OF TEMPORARY CHIEF OFFICER COVER ARRANGEMENT (EXTENSION OF FIXED TERM CONTRACT) AND INCREASE IN SALARY/GRADE FOR DIRECTOR OF CULTURE & COMMUNITY SAFETY	
CORPORATE DIRECTOR / DIRECTOR:	NICK HIBBERD EXECUTIVE DIRECTOR - SCRER	
LEAD OFFICER:	JENNIFER SANKAR HEAD OF HR, HOUSING & SCRER DIRECTORATES Email: Jennifer.sankar@croydon.gov.uk	
LEAD MEMBER:	CLLR OLA KOLADE	
AUTHORITY TO TAKE DECISION:	Appointments of staff are a non-executive function of the Council and the Council's established practice is to report all director appointments to Members for decision.	
KEY DECISION?	No	REASON: N/A
CONTAINS EXEMPT INFORMATION?	No	Public
WARDS AFFECTED:	N/A	

1 SUMMARY OF REPORT

- 1.1 This report concerns the request for a permanent increase in salary and grade for the Director of Culture & Community Safety, following a job evaluation through the Hay evaluation process as outlined in the body of the report.
- 1.2 This report also concerns the request for an extension of the fixed term contract for the interim Director of Culture and Community Safety, as outlined in the body of the report.

2 RECOMMENDATIONS

For the reasons set out in the report the Committee is recommended to:

- 2.1** Agree an increase of the salary grade of the Director of Culture & Community Safety from Grade 1 salary range £101,778 - £105,820 to Grade 2 salary range £112,195 - £116,648.
- 2.2** Agree an implementation date of 2 May 2023 for the grade increase at 2.1.
- 2.3** Agree to extend the current temporary cover arrangement for the Interim Director of Culture & Community Safety for 4 months from 8 August 2023 to 7 December 2023 to allow for permanent recruitment to take place.
- 2.4** Note that if the extension is agreed, the Committee's decision will be subject to the usual notification requirements in paragraph 3.3 of Part 4J (Staff Employment Procedure Rules) in the Constitution.

3 REASONS FOR RECOMMENDATIONS

- 3.1** This report seeks agreement to permanently increase the salary grade for the Director of Culture & Community Safety. This role has taken on additional responsibilities on a permanent basis for two service areas, namely the Coroners Services and the Resilience Team that moved into the SCRER Directorate and falls under the remit of the Culture & Community Safety Department.
- 3.2** The council is undertaking a comprehensive set of improvement activities, as detailed in the Croydon Renewal Plan and, to ensure a focus on delivery, there needs to be robust management of the organisation. This decision was taken following a restructure in Policy, Programmes and Performance Division.
- 3.3** Following the decision to move the two services into the Culture & Community Safety Department it was necessary to re-evaluate the job description of the Director of Culture & Community Safety as these are two very distinct services, they could not be absorbed into the current job description.
- 3.4** The extension is to cover the permanent recruitment process to ensure there is no gap in the service.

4 BACKGROUND AND DETAILS

- 4.1** A review took place and a restructure of the Policy Programmes and Performance Division was implemented to better align services across the organisation. The main objective was to reduce the number of direct reports to the Director of Policy

Programmes and Performance Management and to group services more effectively, therefore improving communication, coordination, resilience and strategic capacity.

- 4.2** The following lift and drop change took affect from 1 April, with teams moved to their new line manager without any changes to the team structure or activities.
- 4.3** On 1 April 2023 the Resilience Team were 'lifted and dropped' from Policy, Programmes & Performance to instead report to the Director for Culture & Community Safety. This was to reduce the breadth of responsibilities within Policy, Programmes & Performance, whilst ensuring that the Resilience Team are aligned with key services and partners such as the Metropolitan Police.
- 4.4** The following changes to the Coroners Service were implemented on Friday 14 April 2023, with the team moving to Culture and Community Safety-without any changes to the team structure or activities.
- 4.5** The Coroners Service were therefore 'lifted and dropped' from Policy, Programmes & Performance and instead report to the Director for Culture & Community Safety.
- 4.6** The rationale for the lift and drop is that the Coroners Service is a more front facing service and a better fit with the regulatory services, which aligns with the culture and community work undertaken by the Director of Culture and Community Safety. The 'lift and drop' will improve alignment between services in both directorates as well as senior capacity to support the service improvement plan, which is a key priority for the organisation.
- 4.7** A key partner for the Coroners Service is the Metropolitan Police and the Director for Culture & Community Safety is the key relationship manager within the Council. Locating the Coroners service within this division will align with the partnership work with police.
- 4.8** The Council's target operating model is not a static position and will constantly evolve as the needs of the organisation change. The organisation needs to flex and change at any given time to ensure that the management of functions align and are working for the needs of the organisation.
- 4.9** The extension of the Interim Director of Culture and Community Safety appointment is pending agreement by Appointments Committee to recruit permanently. The original fixed term contract commenced on 8 November 2021 for 6 months; on 7 February 2022 it was then extended, until 7 August 2023, to ensure continuity for the Borough of Culture programme. There is now a request to extend the current interim arrangement for a further 4 months; from 8 August 2023 to 7 December 2023 to allow for permanent recruitment to take place.
- 4.10** The temporary post holder is currently fully engaged in the planning and delivery of the budget of their services and are providing operational oversight and guidance to their respective services.

5 ALTERNATIVE OPTIONS CONSIDERED

5.9.1 Concerning the regrade, alternative options were considered during the Policy, Programmes and Performance restructure, but the outcome of the restructure determined the realignment of the services as outlined above.

5.10 This is the only option as we need to ensure continuity of the service before permanent postholder is in place.

6 CONSULTATION

6.9 There has been no prior consultation with the Committee on the re-grading and further extension of appointment referred to in this report.

7. IMPLICATIONS

7.1 FINANCIAL IMPLICATIONS

7.1.1 The cost of the regraded Director post will be funded within the existing budget of the Culture and Community Safety division.

7.1.2 Comments approved by Alister Bannin Director of Finance. (Date: 03.07.23)

7.2 LEGAL IMPLICATIONS

7.2.1 The Council may generally 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.

7.2.2 The function of appointment of a member of staff below deputy chief officer level must be discharged by the Head of Paid Service or by an officer nominated by the Head of Paid Service. Appointment decisions concerning more senior officers can be made by officers or Members subject to statutory requirements and Council rules and established practices.

7.2.3 Grading decisions for senior officers subject to the JNC Chief Officer conditions of service requires the approval of the Committee (Constitution, Part 3, para. 4.7.9).

7.2.4 The proposal is to seek approval from the committee to decide whether or not to extend the temporary appointment to the post of Director of Culture & Community Safety for a 4 month period from 8 August 2023 to 7 December 2023, subject to the usual notification requirements to the Executive Mayor and Cabinet Members. The report also proposes a re-grading of the post as from 2 May 2023.

7.2.5 Comments approved by: Looqman Desai, Deputy Monitoring Officer on behalf of the Director of Legal Services and Monitoring Officer (Date 04/07/23)

7.3 EQUALITIES IMPLICATIONS

7.3.1 The posts are senior posts within the Council, therefore post holders will be required to promote and uphold the Public Sector Equality Duties (PSED) as detailed:

- (i) Eliminate unlawful discrimination, harassment and victimisation
- (ii) advance equality of opportunity between people who share a protected characteristic and those who don't.
- (iii) foster or encourage good relations between people who share a protected characteristic and those who don't.

7.3.2 Senior members of staff are also responsible for the deliverables of the Equality Strategy 2020 -2024 within their service area. This includes: ensuring that every strategy, delivery plan and staff appraisal has an equality objective linked to it.

7.3.3 As a member of the management team, the post holder will also have responsibility for the implementation of the Equality Strategy 2020- 2026 which includes the standards of the Chief Executive for London Council's Tackling Racial Injustice programme. This includes ensuring that both equality and race have measurable actions on personal development plans for the post holder.

7.3.3 The post holder will be requested to share equality monitoring data when in post.

7.3.4 Comments approved by: Denise McCausland, Equalities Programme Manager (Date:29/06/23)

7.4 HUMAN RESOURCES IMPLICATIONS

7.4.1 There are no additional human resources impacts beyond those described in the body of the report.

7.4.2 Comments approved by Jennifer Sankar, Head of HR Housing & SCRER Directorates on behalf of the Chief People Officer (Date: 04/07/23)