

LONDON BOROUGH OF CROYDON

REPORT:	APPOINTMENTS AND DISCIPLINARY COMMITTEE	
DATE OF DECISION	Tuesday 28 November 2023	
REPORT TITLE:	Appointment to the post of Director of Housing, Assets	
CORPORATE DIRECTOR / DIRECTOR:	KATHERINE KERSWELL CHIEF EXECUTIVE AND HEAD OF PAID SERVICE	
LEAD OFFICER:	Katherine Kerswell Chief Executive and Head of Paid Service	
LEAD MEMBER:	All	
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?	Yes	Details of the candidate(s) set out in the exempt/Part B appendices under paragraph 1 (information relating to any individual) and paragraph 2 (information which is likely to reveal the identity of an individual) and, in all the circumstances, the public interest in maintaining the exemptions outweighs the public interest in disclosing the information for the reasons set out in this report.
WARDS AFFECTED:	N/A	

1 SUMMARY OF REPORT

- 1.1 This report seeks the Committee's approval to agree the salary package and undertake the selection and appointment to the post of Director of Housing, Assets.

2 RECOMMENDATIONS

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

- 2.1 Agree the salary package for the post of Director of Housing, Assets Grade 2 £112,195-116,648.
- 2.2 Undertake the selection for and agree an appointment to the post of Director of Housing, Assets from the candidate(s) detailed in the Exempt/Part B appendices.
- 2.3 Note that any appointment will be subject to the appointment notification process set out in section 3.3 of part 4J of the Council's Constitution (Staff Employment Procedure Rules).

3. BACKGROUND AND DETAILS

3.1 Job Purpose:

As a member of the council's senior management, the Director of Housing, Assets will work collaboratively with other directors in the housing directorate, with corporate directors and directors in other directorates, and with the chief executive to deliver the Croydon Renewal Improvement Plan, the council's priorities and ways of working and the Mayor's Business Plan.

Responsible for leading the Housing Asset Planning and Asset safety functions with responsibility for an annual budget of circa £30million. Leading and embedding the responsive repairs, out-of-hours and planned maintenance contracts for the housing directorate circa £40 million annual spend.

This role will also directly be responsible for the composition of the HRA business Plan. Will be the professional lead for the continuous improvement and development of the responsive repairs service for Croydon Council tenants and leaseholders (approximately 15,000 tenants and 2,500 leaseholders) ensuring that the council delivers its promises under the Resident Charter and Customer Service Standards. Will lead the division charged with accountability for the effective planning of the Housing Asset Management strategy and the Building Safety and Compliance teams responsible for the safety of and compliance of our assets. The role is also designed to promote the council's corporate competencies and values through day-to-day managerial behaviours.

Reporting to the Corporate Director of Housing the role is responsible for:

Asset investment planning, building and fire safety, compliance with Health and Safety of our assets (the big 6). Leading the housing repairs and planned maintenance service, damp and mould case management, disrepair cases.

The post holder is accountable for a service budget of circa £70m and will deliver services and the associated savings programme and transformation projects within that budget envelope.

Leading and shaping the Council's Repairs Management and Maintenance services to residents in social housing

Creating and have oversight of the Strategic contract management hub responsible for all contract management and commissioning in the directorate

Leading and shaping the planned maintenance programmes of our social housing assets. Including an Asset Management strategy, asset disposal plan and the asset Investment plan.

Leading and shaping the building safety and compliance strategies and programmes of work to ensure all social housing assets are meeting legislative and regulatory requirements and standards.

Working closely with colleagues across the council and within the directorate to deliver a one council approach to Asset management, maintenance and disposal.

Leading and directing the services within the directorate in order to ensure that they deliver effective and efficient services against agreed KPIs, that they set and achieve high standards of performance, that they provide best value and that the overall budgets are managed and controlled within the funding envelope agreed.

Be responsible for effective financial and operational performance of the Housing Revenue Account and operational budgets, maximising use of assets and supporting growth.

Localism Act 2011 and Pay Policy

- 3.2** The Appointments & Disciplinary 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 provides that elected Members should be given an opportunity to vote before salary packages upon appointment at or above a specified threshold are offered. For these purposes, the specified threshold is currently £100,000 as set by Government.
- 3.3** As set out in the Council's Pay Policy Statement agreed by the Council on 1 March 2023 Director roles are placed on a grade and salary within the Croydon Chief Officer Grades 1 and 3 following evaluation of their post using the Hay job evaluation scheme with provision for incremental progression to the top spinal point of the grade. The Policy also provides that the salaries will be reviewed in line with national awards as determined by the JNC for Local Authority Chief Executives. The salary scale for the Director of Housing, Assets is Grade 2 £112,195-116,648 per annum.
- 3.4** Under these arrangements the Director of Housing, Assets, receive a salary package which would engage the Committee's discretion in accordance with the delegation set out above and therefore a decision is required by the Committee to appoint at this pay level. In the event that candidates of insufficient calibre can be attracted to apply for the role, as with some other senior appointments, the Committee may need to consider the application of a labour market pay benchmarked market supplement, in accordance with the Council's market supplement policy.

- 3.5** The Council's Staff Employment Procedure Rules at Part 4.J of the Constitution provide for a notification process to ensure that the Mayor and any other Cabinet Members have no objections to the offer of appointment occurs before an offer of appointment is made to him/her and these requirements will be complied with should members approve the above recommendations

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1** Following the restructure of the senior housing management team this new role was created to ensure the service uses its assets more effectively and efficiently and in so doing, provides the best outcome for its customers. The role is currently being covered by three interim Heads of Service which is unsustainable, therefore permanent recruitment is required to maintain a stable management team.

5. CONSULTATION

- 5.1** We have worked in partnership with Adecco Public Sector who have conducted a detailed executive search of the candidate market, exploring Public Sector, Housing Associations and Private Sector. Applicants are pre-screened by Adecco exploring their skills, experience and motivation for the role. Longlisted candidates will undertake first stage conversations with Corporate Director, Housing and if shortlisted will meet with a panel made up from members of the Council Management Team, external stakeholders - including a Tenants & Leaseholder panel and representatives from the Housing Improvement Board, prior to the final interview.

6. IMPLICATIONS

6.1 FINANCIAL IMPLICATIONS

There are no specific direct financial implications arising from this recruitment as salary costs and the associated on-costs will be met from existing budget within the Housing directorate.

6.2 Risks

The failure to recruit the right candidate is always a risk and may result in further costs to recruit should this happen. There are broader operational and delivery implications, particularly with savings targets and other directorate responsibilities.

- 6.3** Comments approved by Allister Bannin, Director of Finance (Deputy s151 Officer)
Date:20/11/23

7. LEGAL IMPLICATIONS

- 7.1** Under section 112 of the Local Government Act 1972, 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** Under the Local Authorities (Standing Orders) (England) Regulations 2001 as amended, 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 the Council's constitution.

- 7.3** However, under section 40 of the Localism Act 2011, the Council must have regard to guidance issued by the Secretary of State when preparing and approving its pay policy statement. The Guidance entitled "Openness and accountability in local pay; guidance under section 40 of the Localism Act" provides "full council, or a meeting of members should be offered the opportunity to vote before large salary packages are offered in respect of a new appointment. The Secretary of State considers that £100,000 is the right level for that threshold to be set".
- 7.4** Under section 41 of the Localism Act 2011, the Council must comply with its pay policy statement when making certain determinations relating to remuneration. The Council must also comply with its obligations under regulation 10 of the Accounts and Audit Regulations 2015 and the Local Government Transparency Code.
- 7.4** The Council's pay policy statement provides that the Appointments and Disciplinary Committee has delegated responsibility for approving appointments in accordance with the threshold specified in statutory guidance issued by the Secretary of State under section 40 of the Localism Act.
- 7.5** The Council's pay policy statement also makes provision for the salary of Croydon Chief Officer Grades, and for additional remuneration elements.
- 7.6** Staff Employment Procedure Rules at Part 4.J of the Constitution provides for a notification process to ensure that the Mayor and any other Cabinet Members have no material or well-founded objections to the offer of appointment and this process must take place before an offer of appointment can be made.
- 7.7** *Approved by:* Head of Litigation and Corporate Law for and on behalf of Stephen Lawrence-Orumwense the Director Legal Services and Monitoring Officer
Date:21/11/2023 .

8. EQUALITIES IMPLICATIONS

- 8.1** The posts are senior posts within the Council, therefore post holders will have due regard to 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.
- 8.2** 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.

8.3 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.

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

8.5 Comments approved by: Denise McCausland, Equalities Programme Manager Date: 20/11/23

9. HUMAN RESOURCES IMPLICATIONS

9.1 There are no additional human resources impacts.

9.2 Comments approved by Dean Shoesmith, Chief People Officer Date: 20/11/23.

CONTACT OFFICER: Katie Wallace, Head of Recruitment

10. APPENDICES TO THIS REPORT

Appendix 1: Recruitment pack including Role Profile

Exempt/Part B Appendices

BACKGROUND DOCUMENTS: none