

Committee: Full Council

Date: 1 February 2017

Wards:

Subject: Recruitment for Director of Community and Housing

Lead officer: Ged Curran Chief Executive

Lead members: Councillor Mark Allison, Deputy Leader and Cabinet Member for Finance, and Councillor Tobin Byers, Cabinet Member for Adult Social Care and Health

Contact officer: Kim Brown HR Lead, kim.brown@merton.gov.uk

Recommendations:

- A. To agree to commence a recruitment campaign for the post of Director of Community and Housing in accordance with Section 6A (1) of the Local Authority Social Services Act 1970 as the current post holder will be retiring by end July 2017.
 - B. To approve an appointment to the post of Director of Community and Housing within the current Merton Director salary range of £120,561 to £136,351. As the Directors' salaries exceed £100,000 per annum, under the Localism Act approval has to be sought from full Council.
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1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1. The post of Director of Community and Housing covers a statutory role as per Section 6A (1) of the Local Authority Social Services Act 1970 which requires the Council to have a nominated director of adult social care. The current postholder will be taking retirement in July 2016 and a replacement director of adult social care needs to be recruited in order to comply with legislation.
- 1.2. The role is a challenging one whereby the post holder is required to have complex specialist skills and be able to lead in an ever changing environment such as Local Government.
- 1.3. The current Merton Director pay scales range from £120,561 to £136,351 and recruitment advice is that we would not be able to find a suitably qualified candidate below these pay rates. These salaries will be increased by 1% from 1 April 2017 following a nationally determined pay award.

2 DETAILS

- 2.1. Merton's current Director of Community and Housing is taking retirement in July 2017.
- 2.2. The Council is required to have a post covering the role of director of adult social services as per Section 6A (1) of Local Authority Social Services Act

1970, therefore a replacement needs to be recruited in order to comply with legislation.

- 2.3. The recruitment campaign for the post of Director of Community and Housing is to be handled by GatenbySanderson. The recruiters have provided evidence of their track record of successfully recruiting to senior Adult Social Care roles.
- 2.4. The Director role is a challenging one, and requires the post holder to have certain specialist skills and experience to enable them to provide high quality services to the residents of the borough. The job description and person specification is attached at Appendix 1
- 2.5. Further to advice from GatenbySanderson about the salary for the Director of Community and Housing, it is proposed that the Director's vacancy is advertised at a salary in the range of £120K - £136K, i.e. the existing range for Directors at Merton of £120,361 to £136,351 noting a 1% nationally determined pay award will apply from 1 April 2017. This is consistent with the market for broadly similar director level posts in London. Actual salary on appointment will be dependent on the experience of the candidate.

3 ALTERNATIVE OPTIONS

- 3.1. The Director of Community and Housing is also the designated Director of Adult Social Services as per Section 6 (A1) of the Local Authority Social Services Act 1970. The Director of Adult Social Services is a statutory officer and the Council has a duty to appoint to this post. Therefore there is no alternative option other than to recruit a replacement.

4 CONSULTATION UNDERTAKEN OR PROPOSED

- 4.1. None

5 TIMETABLE

- 5.1. If approval is given, the advert will appear in The MJ on Thursday 2nd February 2017 and in the National Guardian on Wednesday 8th February with a closing date of 27th February. Longlisting will take place on 6th March, preliminary interviews with a technical assessor week beginning 13th March, and shortlisting on 21st March with the final AAC panel (Appointments Advisory Committee) taking place on Wednesday 29th March.

6 FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

- 6.1. The 2017/18 salary budget allocation including on-costs for the Director of Community and Housing post £152,840 to £173,000
- 6.2. GatenbySanderson's search fee is £14,950 which is payable in three instalments, 50% at the start of the campaign, 30% at handover stage and the final 20% on appointment. Additional costs include £1,000 to have a dedicated microsite to show case Merton and the opportunity to potential

candidates. Media costs include £3,250 for a quarter page full colour advert in The MJ. We can advertise in the National Guardian as part of an existing advertising contract and therefore no cost is attached to this.

- 6.3. Additional costs will include the day rate of the technical assessor and any selected psychometric assessments, both of which will be charged at cost.

7 LEGAL AND STATUTORY IMPLICATIONS

- 7.1. This post is covered by the Employee Procedure Rules (part 4H) of the constitution. The Appointments Committee is responsible for appointing to the Director's post. Once the recruitment process is completed in accordance with the Council's recruitment procedures an offer of appointment cannot be made by the Appointments Committee until the Committee has notified the Chief Executive of the name of the person to whom the Committee wishes to make an offer. The Chief Executive is then to notify the details to every member of the Cabinet. The appointment will only be made where no material or well-founded objections from the Cabinet have been received. Committee should therefore build this process in the recruitment planning.
- 7.2. In all other respects the process must comply with the Council's recruitment procedure.
- 7.3. As with all appointments of officers and staff, the appointment must be made on merit in accordance with section 7 of the Local Government and Housing Act 1989.

8 HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

- 8.1. The contents of this report are designed to ensure that the Council's processes are human rights and equalities compliant.
- 8.2. It is unlawful to discriminate on grounds of any of the protected characteristics referred to in the Equality Act 2010, including gender, race, disability, age, religion and belief and sexual orientation. This refers to both direct and indirect discrimination. In effect the process has to be evaluated against three tests (1) intention (2) method (3) effect. Where there is an intention to discriminate on any of the prohibited grounds, this would be unlawful. Where there is no such intention but the recruitment methods used are discriminatory, then the outcome may be open to challenge. Where the intention and method are sound but the effect is shown to have disproportionate effect on a particular category of applicant then the outcome may be open to challenge.

9 CRIME AND DISORDER IMPLICATIONS

- 9.1. None

10 RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

10.1. The Appointment Committee will be invited to satisfy itself that the procedures operate as designed.

11 APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT

11.1 Appendix 1 - Job description and person specification.

12 BACKGROUND PAPERS

12.1. None