

COUNCIL

28 March 2023

Appointment of Interim Executive Director, People, Transformation & Performance

Report by Interim Director of Human Resources and Organisational Development (HR&OD)

RECOMMENDATION

1. The Council is RECOMMENDED to

- 1.1. Approve a spot salary designation of £167,000 for the post of Interim Executive Director, People, Transformation & Performance.

Executive Summary

2. Following induction exercises, conversations with senior colleagues, and the Leader, the new Chief Executive has determined that the senior leadership structure has a gap in strategic capacity.
3. As a result, the Chief Executive has taken steps to make a temporary appointment to a role to provide additional strategic capacity in the senior leadership team. The temporary role is Interim Executive Director for People, Transformation & Performance.
4. Benchmarking has taken place and advice sought from the Director of HR&OD to determine the salary for this temporary role and this report seeks approval for the salary proposed.

Report Details

5. The Chief Executive has identified a gap in the capacity in the senior leadership team at a strategic level and after consultation with The Leader, Cabinet, Remuneration Committee members and the senior leadership team has taken steps to appoint the interim Chief Executive in place prior to his appointment to the role of Interim Executive Director of People, Transformation & Performance.
6. The Interim Executive Director of People, Transformation & Performance will lead a fundamental and integrated transformation programme within people services (adults, children, public health, and community safety).
7. This immediate appointment means that an enhanced focus and pace needed on transformation can begin now. This approach also maintains the successful

acting up arrangements in place in adults' services can remain in place and has the benefit of local knowledge and relationships being maintained whilst transformational change is designed, and implementation arrangements embedded.

8. The role will also be the executive lead on community hubs, reflecting the Cabinet's budget allocation to bring this programme of work forward in terms of delivery as a priority for 2023.
9. In addition, this temporary role will provide executive transformational and transitional support as the Corporate Director for Customer and Organisational Development has recently resigned and will leave the Council in May 2023.
10. There is no impact on the designation of statutory roles because of this temporary appointment. In legislation the statutory functions of Director of Children's Services (DCS) and Director of Adult Social Services (DASS) must have direct access to and engagement with the Chief Executive so this will be maintained as all postholders will continue have monthly meetings with the CEO and act as members of the senior leadership team. However, the Interim Executive Director of People, Transformation & Resources will be accountable for ongoing line management of the Corporate Directors who undertake the statutory functions, as well as the development and delivery of strategic plans.
11. Benchmarking has taken place to determine the salary for this temporary role. This has included a review of the salaries for comparable roles in other Councils, and of the benchmarking information done as part of the recruitment of the new Chief Executive. This review has been considered by the Director of HR&OD who has advised that a salary uplift of 20% should apply to the substantive salary of the person appointed to this temporary role. A 20% uplift will mean a salary of £167,100.
12. Informal consultation on the salary for this role has taken place with the Leader, Cabinet and with the Remuneration Committee members.
13. The job description for this temporary role is in appendix 1.

Financial Implications

14. The additional temporary costs associated with these arrangements will be met from the transformation reserve.

Comments checked by

Lorna Baxter, Director of Finance lorna.baxter@oxfordshire.gov.uk

Legal Implications

15. S40 Localism Act 2011 establishes openness and accountability in pay in local authorities.

16. The statutory guidance 'Openness and Accountability on local pay under s40 Localism Act 2011' published in 2012 governs the arrangements councils must follow when offering salary packages in excess of £100,000.
17. This Guidance makes clear that full council (or a meeting of members for fire authorities) should be given the opportunity to vote on large salary packages offered in respect of a new appointment. The Guidance states that £100,000 is the right level for that threshold and that figure remains the same as at the date of this report.
18. The Councils Pay Policy 2023, at paragraph 5, says that 'Salary Packages for new posts in excess of £100,000 per annum will be subject to formal approval by full council'.

Comments checked by

Kate Charlton, Interim Head of Improvement Law and Governance, Legal Services.

Staff Implications

19. Permanent changes to the senior team structure are not proposed at this stage, and if it is deemed that they are required a full consultation, assessment and appointments process would be undertaken in line with employment law and council governance and policy.
20. The current acting up arrangements in place in adults' services will be maintained while the substantive potholder undertakes this temporary role.
21. Once this temporary appointment ends the postholder will return to their substantive role and the acting up arrangements will end.

Joanne Pitt

Interim Director of Human Resources and Organisational Development

Appendix 1: Job Description for Interim Executive Director of People, Transformation & Performance

Contact Officer: Interim Director of Human Resources and Organisational Development