

# Allerdale Borough Council

## Chief Officer Employment Panel

25 May 2022

### Appointment to Deputy Chief Officer Roles

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<b>Portfolio holder</b>	Councillor Marion Fitzgerald, Executive Member for Policy, Governance and People resources
<b>Report from</b>	Andrew Seekings, Head of Paid Service
<b>Wards affected</b>	N/A
<b>Is this a key decision</b>	N/A

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#### **1.0 The reason for the decision**

- 1.1 Following the agreement of the Council's Pay Policy at the meeting of Council on 22 September 2021, and as part of the report, the Chief Executive also set out the functional responsibilities for each Chief Officer roles.
- 1.2 This Panel is responsible for dealing with HR matters relating to Deputy Chief Officers (DCO) including their appointment, and this decision is required to make appointments to those DCO roles. At its meeting on 1<sup>st</sup> October 2021 this Panel agreed a range of appointments and the rationale for the structure.
- 1.3 The decision of the Panel allows the appointed DCOs to take up their new roles as soon as possible following this meeting.

#### **2.0 Recommendations**

- 2.1. That the following appointments to new posts are made:
  - Iain Fairlamb – Senior Manager (Planning)
  - Steve Tucker – Senior Manager (Electoral and Democratic)

#### **3.0 Background and Introduction**

- 3.1.1 In December 2020, this panel agreed the Chief Officer structure including the widening of some roles and focussing on key deliverables in other roles.
- 3.1.2 This panel agreed on 1<sup>st</sup> October the rationale and benefits to the new structure and appointed a range of Deputy Chief Officers.

#### 4.0 Outcomes for Deputy Chief Officers

4.1 Following successful interview, the following two posts require agreement:

- Iain Fairlamb – Senior Manager (Planning)
- Steve Tucker – Senior Manager (Electoral and Democratic)

4.2 The roles are set out below:

Senior Manager Strategic Advisor Tier 2  In addition, a market factor supplement has been applied of £15,376.00 per annum. See rationale within 4.3 below.	SCP 39/40	£43,570.00 - £44,624.00
Senior Manager Strategic Advisor Tier 2  In addition, a £2,000.00 allowance per annum has been applied for Deputy Monitoring Officer Duties.	SCP 39/40	£43,570.00 - £44,624.00

#### 4.3 Rationale for Market Factor Supplement (Planning Manager)

- 4.3.1 There are times when the grading for a post may result in an inability to successfully recruit. In such cases, it may be appropriate to pay a market supplement in addition to the salary to ensure that such a post is filled. Such a payment is lawful under the Equal Pay Act 1970 where there is evidence to justify that market factors are the “material reason” for the post attracting a higher rate of pay than other posts graded similarly.
- 4.3.2 Allerdale’s Market Factor Policy allows for a supplement to be added in the event of unsuccessful recruitment campaigns or inability to recruit at the salary level of the Council’s pay-scale. Allerdale’s Policy specifies that an allowance within monetary value can be added to those roles which are already at the top of the pay-scale such as the Planning Manager currently within SCP 39/40.
- 4.3.3 There have been three failed recruitment attempts since the previous permanent post-holder left in July 2021. Allerdale have tried to recruit via various channels such as specialist job boards, generic job boards, website and Linked In.
- 4.3.4 We also considered other options such as working with other neighbouring authorities, assessing the capabilities within the team and consultants.

Unfortunately working with neighbouring authorities was not a viable option and there was not the capability within the existing team for a promotion.

- 4.3.5 We researched the recruitment of a consultant, however current market day rates for an experienced Planning Manager were in the region of £750.00 per day. To recruit a consultant on a permanent basis for five days per week would cost the Council £195,000.00 per annum. The costs would equate to an additional £135,000.00 per annum vs recruiting a permanent Planning Manager and applying a market factor supplement. This was not something we considered to be best value for money.
- 4.3.6 Due to the inability to recruit ourselves and after all options were exhausted, we sought the help of a specialist recruitment agency to help fill the post of Planning Manager. We were advised by various recruitment agencies that our current salary on offer was not competitive with market rates.
- 4.3.7 We undertook our own assessment of the market and looked at salaries for other similar Planning Manager roles across the UK.
- 4.3.8 Planning staff are in high demand across the UK with many authorities struggling to recruit in this area. There were approximately 32 roles to choose from for 1 planner available.
- 4.3.9 Cumbria is a notoriously difficult area to recruit skilled individuals due to such a small candidate pool of staff. Further difficulties are also being encountered due to the uncertainty of Local Government Reorganisation.
- 4.3.10 Should we not recruit a Planning Manager it would have detrimental effects on the authority as Planning is a statutory role and one of the most contentious areas of the Council. In addition, we are also experiencing staff shortages due to resignations. If we do not recruit this post it will add to further pressures to the team and potentially more staff resigning.
- 4.3.11 We also believe that the individual we seek to recruit would be an asset to the new Cumberland Council.

## **5.0 Roles and Responsibilities**

- 5.1 Each Deputy Chief Officer will receive a generic job family profile descriptor (appendix 1) and job role setting out the individual responsibilities of each role. A brief summary of each job role is set out in appendix 2.

## **6.0 Delivery arrangements**

- 6.1 Following appointment, where necessary each Deputy Chief Officer will produce a transition plan to ensure the smooth hand-over of service areas.

## 7.0 Implications and Impact

### 7.1 Contribution to Council Strategy Priorities, Outputs and Outcomes

7.1.1 The new senior team structure will help deliver the Council Plan by ensuring we have the right people, in the right roles at the right time. It provides the certainty of current temporary arrangements, builds on individual and collective strengths and allows the capacity to focus on key business as usual activity, regeneration programmes and delivering the new the Target Operating Model.

### 7.2 Finance/Resource implications

7.2.1 There are no financial implications arising directly from this report.

7.2.2 The approved budget for Employee Related costs anticipated the changes to staffing structures and was estimated based on the original structures being revised during the year.

7.2.3 The expenditure forecast for this financial year is anticipated to be within the approved budget limits.

### 7.3 Legal and governance implications

7.3.1 The Pay Policy Statement has been updated to reflect changes to senior officer salaries. Council agreed the amended Pay Policy at its meeting on 22 September 2021.

### 7.4 Risk analysis

A scored and mitigated risk log

<b>Risk</b>	<b>Consequence</b>	<b>Controls required</b>	<b>Mitigated score</b>
The new postholders do not deliver to the quality necessary to modernise the Council and deliver excellent services	Does not lead to delivering improved services and Council plan outcomes	Appraise and performance management framework	1x4
Unable to recruit to vacant posts and the extra capacity isn't delivered	Does not lead to delivering improved services and Council plan outcomes	Interims, shared roles with Copeland, Carlisle and CCC	2x4

### 7.5 Increasing satisfaction and service

7.5.1 The new DCO structure will help deliver the Council Plan by ensuring we have the right people, with the right strengths and skills to deliver the roles required.

## **7.6 Equality impacts**

7.6.1 Has been considered and no impact assessment is required.

## **7.7 Health and Safety impacts**

7.7.1 None applicable.

## **7.8 Health, wellbeing and community safety impacts**

7.8.1 At a time of an incredibly challenging working environment within the Council, getting the DCO in place will support the health and wellbeing of the wider officer core.

## **7.9 Environmental/sustainability impacts**

7.9.1 None applicable

## **7.10 Other significant implications**

7.10.1 None applicable.

### **Appendices attached to this report**

<b>Appendix number</b>	<b>Title of appendix</b>
1	Job profiles
2	Job descriptors

### **Background documents available**

<b>Name of background document</b>	<b>Where it is available</b>
<b>Functional responsibilities</b>	<b>attached</b>

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