

Human Resources Committee

**Monday, 12 June 2023 at 6.30 p.m.
Committee Room - Tower Hamlets Town Hall,
160 Whitechapel Road, London E1 1BJ**

Supplemental Agenda 1

4. REPORTS FOR CONSIDERATION

- 4 .3 Annual report on employee relations casework and policies (Pages 3 - 24)**
- 4 .4 Pay Policy Statement 2023-23 (Pages 25 - 42)**
- 4 .5 Update on Senior Recruitment (including acting up and interim arrangements)
(Pages 43 - 46)**


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Cover Report to: Human Resources Committee 12 June 2023	 TOWER HAMLETS
Report of: Musrat Zaman, Director of Workforce, OD and Business Support Services	Classification: Unrestricted
Annual report on Employee Relations casework and policy	

Originating Officer(s)	Pat Chen, Head of HR
Wards affected	None

Reasons for Urgency

This report was not published by the statutory deadline. It was delayed due to late circulation for internal clearances. This is an update report only but contains information requested by GPC

1. EXECUTIVE SUMMARY

- 1.1. The attached report is to update the HR Committee on the level and management of employee relations casework and policy within the Council, highlighting progress made. This report is for the period 1 April 2022 to 31 March 2023.

2. RECOMMENDATIONS:

- 2.1. The HR Committee is recommended to:
 1. Note the report.

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Employee Relations Annual Report on Casework and Policies 2022-23

2022/23 (1 April 2022 to 31 March 2023)

12/05/2023



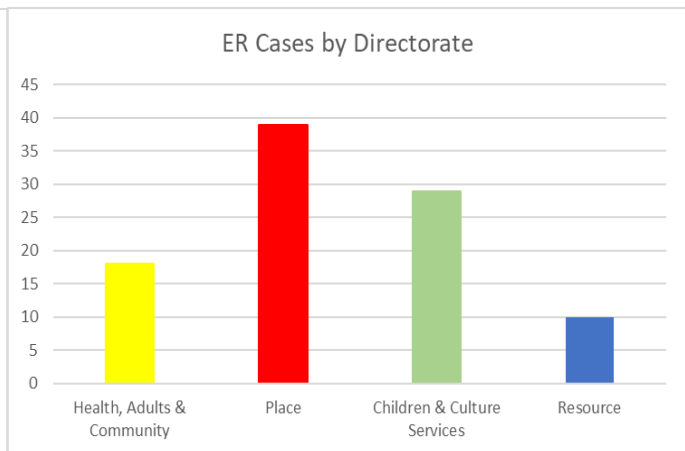
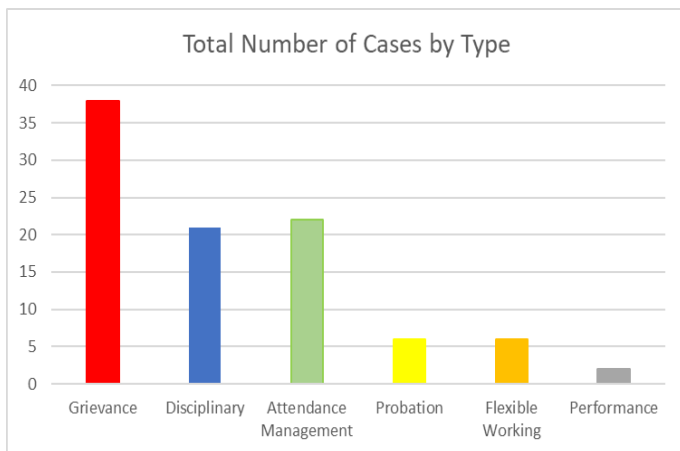
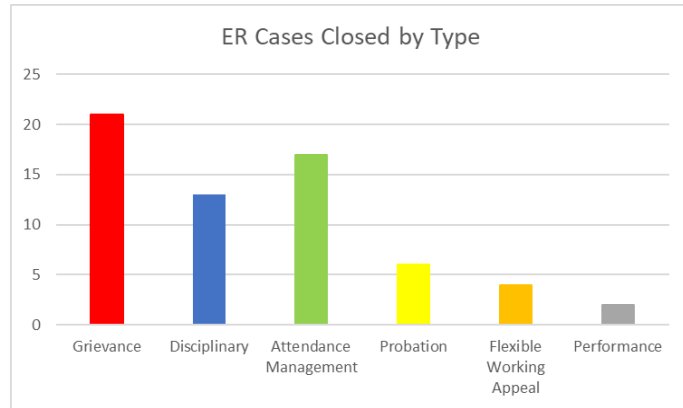
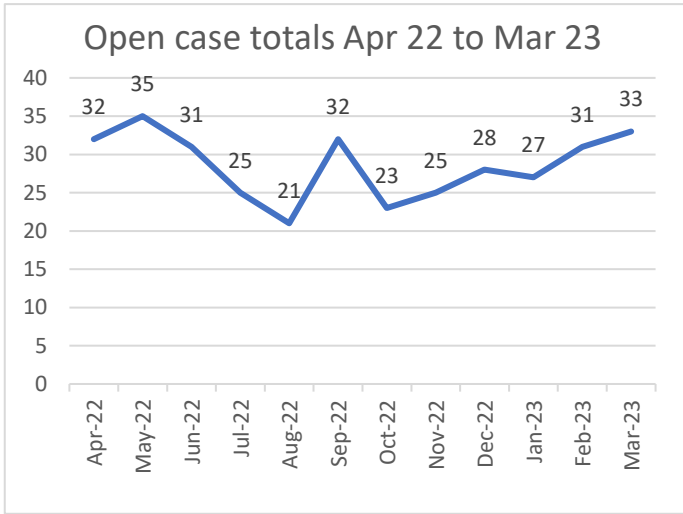
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Employee Relations

1. Dashboard

Row Labels	Count of Case
Children & Culture Services	29
Attendance Management	8
Disciplinary	3
Flexible Working Appeal	5
Grievance	10
Probation	1
Performance	2
Health, Adults & Community	18
Attendance Management	7
Disciplinary	4
Grievance	5
Probation	2
Place	39
Attendance Management	6
Disciplinary	10
Grievance	20
Probation	3
Resources	10
Attendance Management	2
Disciplinary	4
Grievance	3
Flexible Working Appeal	1
Grand Total	49



2. Summary of Annual Casework Data (1 April 2022 to 31 March 2023)

- 2.1. The data shows that 96 cases were handled over the reporting period 1 April 2022 to 31 March 2023. At the end of the reporting period there are 33 open cases and 63 cases have been closed. The numbers are comparable to the previous year, with slightly fewer open cases at the end of the reporting period (last year it was 40 cases open, and 78 had been closed).
- 2.2. In respect of types of cases over this period, the data shows 38 grievances, 21 disciplinaries, 22 final stage attendance management cases; 6 flexible working requests, 6 probation cases and 2 performance management cases.
- 2.3. Consistently over this period, the greatest number of cases continue to be in the three largest Directorates. Place had 39 cases, Children & Culture Services had 29 cases, Health, Adults and Community had 18 cases, and Resources (including the Chief Executives Office) had 10 cases.
- 2.4. Of all 63 closed cases, the average time taken to resolve cases was 125 days. 31 of these closed cases were above the benchmark resolution time of 120 days. Of those under 120 days (32) the average time to resolve was 45 days.
- 2.5. The benchmark of 120 days is a reasonable and realistic timeframe for a council, where complex cases are the norm and thorough investigations undertaken by independent in-house investigators are time consuming. A significant reason for exceeding timeframes relates to the availability of the investigators to undertake this duty in addition to their substantive post and cases can be delayed by sickness absence and in certain cases of gross misconduct, external third-party enquiries.
- 2.6. There were 7 suspensions over the year and 1 case involving revised temporary duties during the investigation phase.
- 2.7. Looking at disciplinary outcomes (i.e., those disciplinaries which closed): 1 involved dismissal, 3 involved resignations, 3 were resolved informally, 1 was not upheld, 2 were part upheld, 1 upheld with a first written warning, 2 final written warnings, and 1 was withdrawn.
- 2.8. The majority of grievance cases involve complaints about the conduct of colleagues or managers (26). 6 are related to terms and conditions, 3 to disability discrimination, 2 to sex discrimination or harassment and one related to pregnancy. Looking at grievance outcomes (i.e., those grievances which closed): 1 was upheld, 6 were partially upheld, 4 were resolved informally, 5 were not upheld, 3 were withdrawn and 1 employee left the Council.
- 2.9. The in-house mediation service was established to tackle the number of grievances raised by staff, offering an alternative route outside of the formal grievance process to resolve disputes swiftly and effectively between staff.
- 2.10. With regard to the equalities data (provided in Annex A), the report provides an equalities profile of those employees involved in cases compared to the equalities profile of the workforce as a comparator. It also looks at the equalities profile of the line managers of staff and those managers making the decisions on formal grievance and disciplinary cases (known as the Deciding Managers).
- 2.11. Whilst the numbers are small and we cannot report on individual cases, when the team looked specifically at grievances which were reported as being against their line manager, of these cases 70% were from Black, Asian, and multi ethnic-staff; 70% of these cases

involved line managers who were from Black, Asian, and multi ethnic staff; 60% of these cases were being handled by white deciding managers and 40% from Black, Asian, and multi ethnic staff (often senior staff hear cases and this percentage is reflective of the workforce make up). Only 30% of cases have concluded and the majority of which have been withdrawn.

2.12. Whilst the numbers are small and we cannot report on individual cases, when the team looked specifically at disciplinaries 75% involved Black, Asian, and multi ethnic staff; 45% of these cases involved line managers who were from Black, Asian, and multi ethnic staff and 25% of these were white; 75% deciding managers were white; 65% of the cases are closed, only 1 of which involved dismissal and 5 involved a formal sanction.

3. Policy Development

3.1. Consultations are drawing to a close on a review of the Organisational Change Policy, the Redeployment Guide, and the accompanying Managers Guide and the Sexual Harassment Policy and a new Managers Guide. To complement the Sexual Harassment policy, a new short e-Learning course is available for all staff in the Learning Hub.

3.2. The Reference Policy and Maternity Policies have been reviewed and consulted on and have not been subject to any significant changes.

3.3. The Job Evaluation Policy is now currently under review.

4. ANNEX A – Equalities Data

ER & Workforce Equalities Comparison Apr 22 to Mar 23

- The data of those involved in cases is compared against the equalities data for all of the workforce.
- The percentages calculated were rated on the proportion of the employee and of the overall headcount percentage.
- Those cases which do not involve employees could not be assessed (e.g., a grievance from an agency worker).
- Key elements for the comparison have been listed on each category:
 - ← Slightly lower than workforce
 - Slightly higher than workforce
 - ↓ Significantly lower than workforce (more than 5%)
 - ↑ Significantly higher than workforce (more than 5%)

Table 1

Employee Ethnicity	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Asian	6	6.98%	→	Asian	256	6.02%
Bangladeshi	25	29.07%	→	Bangladeshi	1072	25.18%
Black	20	23.25%	→	Black	802	18.84%
Decline to State	1	1.16%	←	Decline to State	251	5.89%
Missing	4	4.65%	→	Missing	78	1.84%
Mixed	3	3.49%	→	Mixed	121	2.84%
Other	2	2.33%	→	Other	55	1.29%
Somali	0	1.70%	→	Somali	39	0.92%
White	25	29.07%	↓	White	1583	37.18%
Grand Total	86	100.00%		Grand Total	4257	100.00%

Of note, whilst the numbers are small, the above table shows that those of Bangladeshi and Black ethnicity are slightly above the workforce percentage for those categories of employee ethnicity.

Table 2

Employee Gender	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Female	50	58.14%	←	Female	2496	58.63%
Male	36	41.86%	→	Male	1761	41.37%
Grand Total	86	100.00%		Grand Total	4257	100.00%

Male and female are not disproportionately affected.

Table 3

Employee Sexual Orientation	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Bisexual	2	2.32%	→	Bisexual	50	1.17%
Gay	2	2.32%	→	Gay	72	1.70%

Heterosexual	62	72.10%	←	Heterosexual	3148	73.95%
Lesbian	1	1.16%	→	Lesbian	35	0.82%
Prefer to self-describe	0	0.00%	-	Prefer to self-describe	7	0.16%
Missing/Decline to State	20	23.25%	→	Missing/Decline to State	945	22.20%
Grand Total	86	100.00%		Grand Total	4257	100.00%

There is no significant disproportionate impact on sexual orientation.

Table 4

Employee Religion	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Buddhist	1	1.16%	→	Buddhist	24	0.59%
Christian	24	27.90%	←	Christian	1296	30.44%
Hindu	0	0.00%	-	Hindu	49	1.15%
Jewish	0	0.00%	-	Jewish	26	0.60%
Missing/Decline to State	16	18.60%	→	Missing/Decline to State	783	18.39%
Muslim	33	38.37%	↑	Muslim	1206	28.33%
No religion	11	11.65%	↓	No religion	722	16.96%
Other	2	2.32%	←	Other	127	2.98%
Sikh	0	0.00%	-	Sikh	24	0.56%
Grand Total	86	100.00%		Grand Total	4257	100.00%

Of note Muslim staff are more prevalent in casework compared to the workforce proportion.

Table 5

Employee Disability	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Missing/Decline to State	10	11.63%	←	Missing/Decline to State	618	14.52%
No	59	68.60%	↓	No	3316	77.90%
Unaware	2	2.32%	→	Unaware	64	1.50%
Yes	15	17.45%	↑	Yes	259	6.08%
Grand Total	86	100.00%		Grand Total	4257	100.00%

The number of cases involving disabled staff is higher than the workforce proportion with a declared disability.

Table 6

Employee Age	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
16 - 24	0	0.00%	-	16 - 24	106	2.49%
25 - 34	11	12.80%	→	25 - 34	675	15.85%
35 - 44	29	33.72%	↑	35 - 44	1134	26.64%
45 - 54	20	23.25%	←	45 - 54	1064	25.00%
55 - 64	21	24.42%	←	55 - 64	1073	25.20%
65 - 74	4	4.65%	→	65 - 74	197	4.62%

75 - 84	1	1.16%	→	75 - 84	6	0.15%
85+	0	0.00%	-	85+	2	0.05%
Grand Total	86	100.00%		Grand Total	4257	100.00%

The age range with a higher percentage of involvement in cases compared to their workforce percentage is in the 35-44 age range.

Table 7

Employee Directorate	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Children & Culture Serv.	27	31.40%	←	Children & Culture Serv.	1360	31.94%
Health, Adults & Comm. Place	15	17.44%	↑	Health, Adults & Comm. Place	524	12.31%
Resources	35	40.70%	↑	Resources	1301	30.56%
	9	10.46%	↓		1072	25.19%
Grand Total	86	100.00%		Grand Total	4257	100.00%

Place has a higher percentage of cases compared to its workforce percentage.

Grievance Cases & Workforce Comparison - Equalities Breakdown Apr 22 to Mar 23:

- There were 38 grievance cases equalities data analysed for employees.
- Duplicated data was removed for the equality data breakdown, for employees with more than one grievance case.
- The data is compared against the total headcount equalities.
- The percentages calculated were rated on the proportion of the employee and of the overall headcount percentage.
- Agency, interims, vacant and covid redeployment posts were removed.
- Key elements for the comparison have been listed on each category:
 - ← Slightly lower than workforce
 - Slightly higher than workforce
 - ↓ Significantly lower than workforce (more than 5%)
 - ↑ Significantly higher than workforce (more than 5%)

Table 8

Employee Ethnicity	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Asian	1	2.64%	←	Asian	256	6.02%
Bangladeshi	10	26.31%	→	Bangladeshi	1072	25.18%
Black	13	34.21%	↑	Black	802	18.84%
Decline to State	0	0.00%	-	Decline to State	251	5.89%
Missing	2	5.26%	→	Missing	78	1.84%
Mixed	3	7.89%	↑	Mixed	121	2.84%
Other	1	2.64%	→	Other	55	1.29%
Somali	0	0.00%	-	Somali	39	0.92%
White	8	21.05%	↓	White	1583	37.18%

Grand Total	38	100.00%	Grand Total	4257	100.00%
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With regard to grievances raised by employees black and mixed ethnic staff are of a higher percentage than their workforce percentage.

Table 9

Employee Gender	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Female	25	65.79%	↑	Female	2496	58.63%
Male	13	34.21%	↓	Male	1761	41.37%
Grand Total	38	100.00%		Grand Total	4257	100.00%

For grievances raised by employees the percentage of females is greater than their workforce percentage.

Table 10

Employee Sexual Orientation	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Bisexual	1	2.63%	→	Bisexual	50	1.17%
Gay	0	0.00%	-	Gay	72	1.70%
Heterosexual	28	73.68%	←	Heterosexual	3148	73.95%
Lesbian	1	2.63%	→	Lesbian	35	0.82%
Prefer to self-describe	0	0.00%	-	Prefer to self-describe	7	0.16%
Missing/Decline to State	8	21.06%	←	Missing/Decline to State	945	22.20%
Grand Total	38	100.00%		Grand Total	4257	100.00%

For grievances raised by employees the percentage of lesbians is greater than this category for the overall workforce.

Table 11

Employee Religion	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Buddhist	1	2.63%	→	Buddhist	19	0.49%
Christian	14	36.84%	↑	Christian	1205	30.75%
Hindu	0	0.00%	-	Hindu	47	1.20%
Jewish	0	0.00%	-	Jewish	25	0.63%
Missing/Decline to State	8	21.06%	→	Missing/Decline to State	683	17.43%
Muslim	12	31.58%	→	Muslim	1168	29.81%
No religion	1	2.63%	↓	No religion	636	16.24%
Other	2	5.26%	→	Other	111	2.84%
Sikh	0	0.00%	-	Sikh	24	0.61%
Grand Total	38	100.00%		Grand Total	4257	100.00%

For grievances a number of religions are greater than their overall workforce percentage.

Table 12

Employee Disability	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Missing/Decline to State	3	7.89%	↓	Missing/Decline to State	618	14.52%
No Unaware	25	65.80%	↓	No Unaware	3316	77.90%
Yes	1	2.63%	→	Yes	64	1.50%
	9	23.68%	↑		259	6.08%
Grand Total	38	100.00%		Grand Total	4257	100.00%

For employees raising grievances there is a higher percentage of staff with a declared disability compared to the overall workforce data for staff with declared disabilities.

Table 13

Employee Age	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
16 - 24	0	0.00%	-	16 - 24	106	2.49%
25 - 34	2	5.26%	↓	25 - 34	675	15.85%
35 - 44	12	31.58%	→	35 - 44	1134	26.64%
45 - 54	11	28.95%	→	45 - 54	1064	25.00%
55 - 64	12	31.58%	↑	55 - 64	1073	25.20%
65 - 74	1	2.64%	←	65 - 74	197	4.62%
75 - 84	0	0.00%	-	75 - 84	6	0.15%
85+	0	0.00%	-	85+	2	0.05%
Grand Total	38	100.00%		Grand Total	4257	100.00%

The bulk of staff submitting grievances is higher than the categories percentages for these age ranges.

Table 14

Employee Directorate	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Children & Culture Serv.	10	26.32%	↓	Children & Culture Serv.	1360	31.94%
Health, Adults & Comm.	5	13.15%	→	Health, Adults & Comm.	524	12.31%
Place	20	52.63%	↑	Place	1301	30.56%
Resources	3	7.90%	↓	Resources	1072	25.19%
Grand Total	38	100.00%		Grand Total	4257	100.00%

Place has a higher percentage of staff submitting grievances than their workforce percentage.

Disciplinary Cases Versus Workforce - Equalities Breakdown Apr 22 to Mar 23:

- There were 21 disciplinary cases equalities data analysed for employees
- Duplicated data was removed for the equality data breakdown, for Employees with more than one disciplinary case.
- The data is compared against the total headcount equalities.

- The percentages calculated were rated on the proportion of the Employee and of the overall headcount percentage.
- Agency, interims, vacant and covid redeployment posts were removed.
- Key elements for the comparison have been listed on each category:
 - ← Slightly lower than workforce
 - Slightly higher than workforce
 - ↓ Significantly lower than workforce (more than 5%)
 - ↑ Significantly higher than workforce (more than 5%)

Table 15

Employee Ethnicity	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Asian	3	14.28%	↑	Asian	256	6.02%
Bangladeshi	7	33.34%	↑	Bangladeshi	1072	25.18%
Black	2	9.52%	↓	Black	802	18.84%
Decline to State	0	0.00%	-	Decline to State	251	5.89%
Missing	6	28.58%	↑	Missing	78	1.84%
Mixed	0	0.00%	-	Mixed	121	2.84%
Other	0	0.00%	-	Other	55	1.29%
Somali	0	0.00%	-	Somali	39	0.92%
White	3	14.28%	↓	White	1583	37.18%
Grand Total	21	100.00%		Grand Total	4257	100.00%

For disciplinaries those with an Asian and Bangladeshi employee ethnicity are of a higher percentage than the percentage for their ethnicity for the overall workforce.

Table 16

Employee Gender	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Female	4	19.05%	↓	Female	2496	58.63%
Male	17	80.95%	↑	Male	1761	41.37%
Grand Total	21	100.00%		Grand Total	4257	100.00%

The percentage of men involved in disciplinaries are higher than for the male workforce percentage.

Table 17

Employee Sexual Orientation	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Bisexual	0	0.00%	-	Bisexual	50	1.17%
Gay	0	0.00%	-	Gay	72	1.70%
Heterosexual	13	61.90%	↓	Heterosexual	3148	73.95%
Lesbian	0	0.00%	-	Lesbian	35	0.82%
Prefer to self-describe	0	0.00%	-	Prefer to self-describe	7	0.16%
Missing/Decline to State	8	38.10%	↑	Missing/Decline to State	945	22.20%
Grand Total	21	100.00%		Grand Total	4257	100.00%

Table 18

Employee Religion	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Buddhist	0	0.00%	-	Buddhist	19	0.49%
Christian	2	9.52%	↓	Christian	1205	30.75%
Hindu	0	0.00%	-	Hindu	47	1.20%
Jewish	0	0.00%	-	Jewish	25	0.63%
Missing/Decline to State	8	38.10%	↑	Missing/Decline to State	683	17.43%
Muslim	8	38.10%	↑	Muslim	1168	29.81%
No religion	3	14.28%	↔	No religion	636	16.24%
Other	0	0.00%	-	Other	111	2.84%
Sikh	0	0.00%	-	Sikh	24	0.61%
Grand Total	21	100.00%		Grand Total	4257	100.00%

The percentage of Muslim staff or those with no stated religion involved in disciplinary cases is higher than the workforce percentage.

Table 19

Employee Disability	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Missing/Decline to State	8	38.10%	↑	Missing/Decline to State	618	14.52%
No	11	52.38%	↓	No	3316	77.90%
Unaware	0	0.00%	-	Unaware	64	1.50%
Yes	2	9.52%	↔	Yes	259	6.08%
Grand Total	21	100.00%		Grand Total	4257	100.00%

The percentage of staff with a declared disability for disciplinary cases is higher than the percentage of staff with a declared disability for the workforce.

Table 20

Employee Age	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
16 - 24	0	0.00%	-	16 - 24	106	2.49%
25 - 34	2	9.53%	↓	25 - 34	675	15.85%
35 - 44	10	47.63%	↑	35 - 44	1134	26.64%
45 - 54	5	23.80%	↔	45 - 54	1064	25.00%
55 - 64	3	14.28%	↓	55 - 64	1073	25.20%
65 - 74	1	4.76%	↔	65 - 74	197	4.62%
75 - 84	0	0.00%	-	75 - 84	6	0.15%
85+	0	0.00%	-	85+	2	0.05%
Grand Total	21	100.00%		Grand Total	4257	100.00%

The range of staff of an age range between 35 and 44 involved in disciplinary cases is higher than the percentage for that age range in the workforce.

Table 21

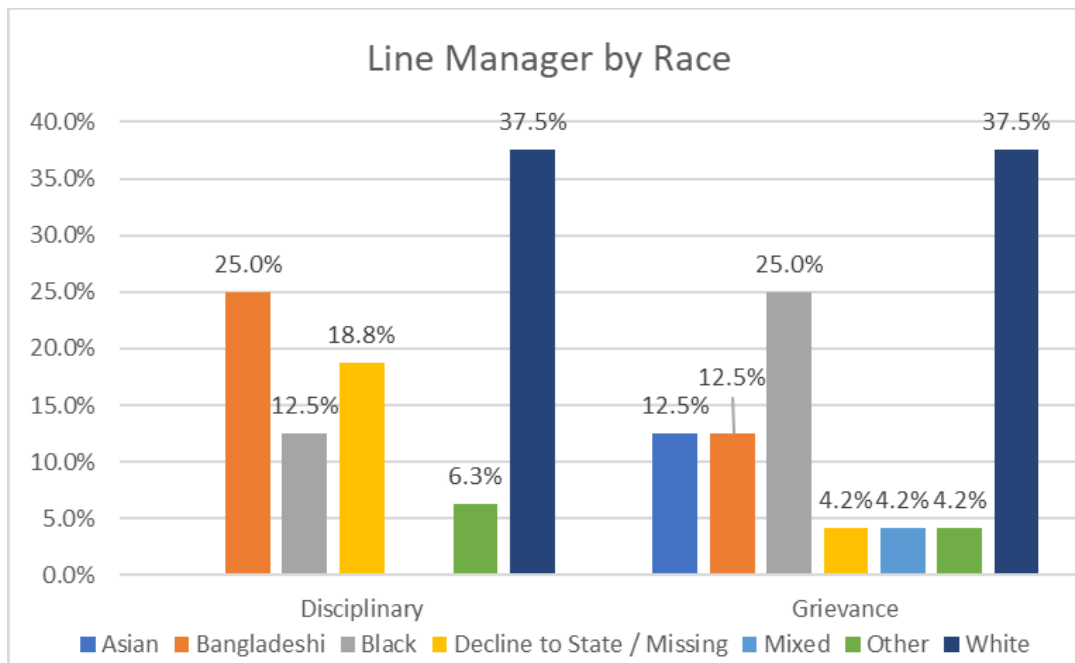
Employee Directorate	Staff by Cases	%	Greater or Lesser Proportions	Overall Workforce Data	No of Staff	%
Children & Culture Serv.	3	14.28%	↓	Children & Culture Serv.	1360	31.94%
Health, Adults & Comm.	4	19.05%	↑	Health, Adults & Comm.	524	12.31%
Place	10	47.62%	↑	Place	1301	30.56%
Resources	4	19.05%	↓	Resources	1072	25.19%
Grand Total	21	100.00%		Grand Total	4257	100.00%

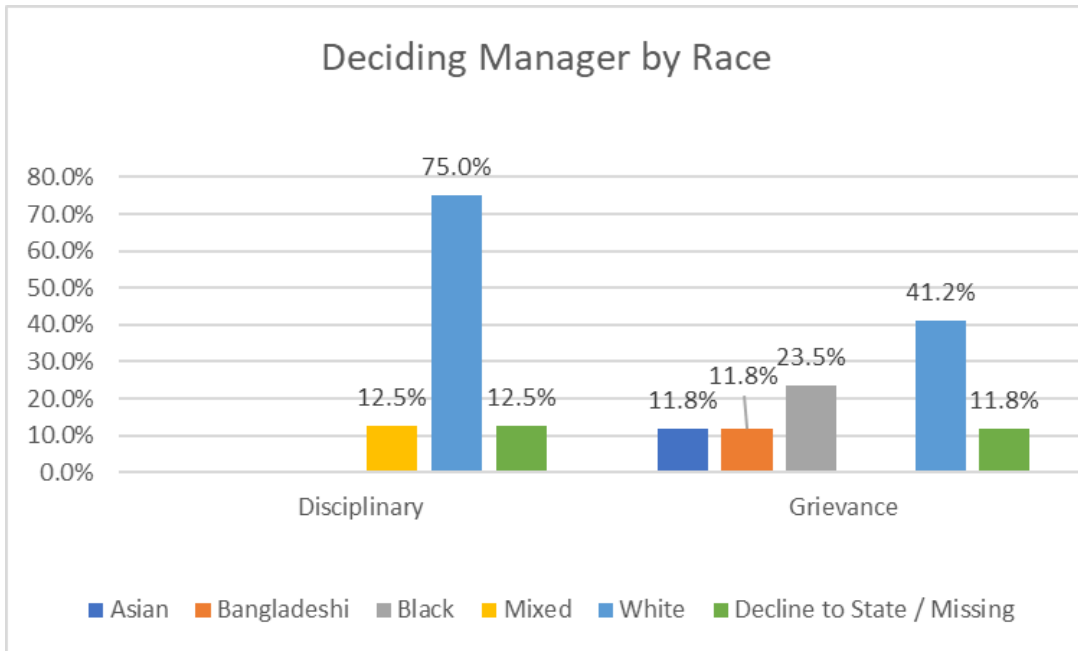
Place and Health, Adults and Community have a higher percentage of staff involved in disciplinarys compared to their percentage of staff in the workforce.

Line Manager and Deciding Manager Equalities Breakdown Apr 22 to Mar 23:

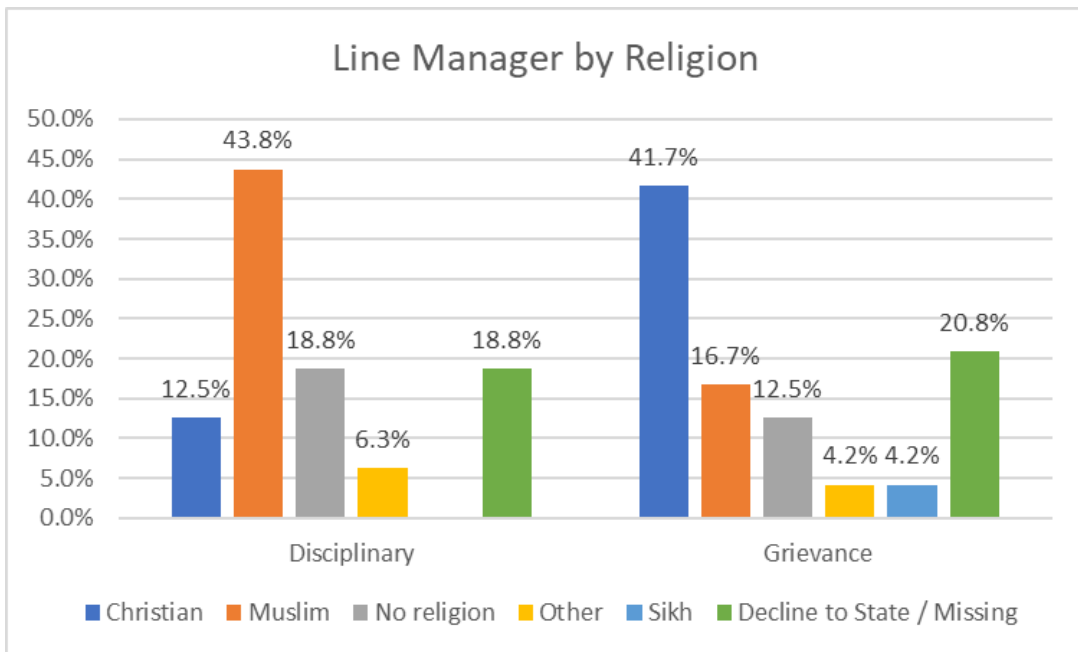
- The equality breakdown of line managers and deciding managers are detailed below.
- The data is on grievances and disciplinarys given that these case types are the highest across the year.
- The 'line manager' is the actual line manager of the staff member who raised the grievance / is subject to disciplinary action.
- The 'deciding manager' is the manager who is responsible for making the decision in each of the type of cases (grievance / disciplinary etc). It is not normally the actual line manager, hence the distinction.

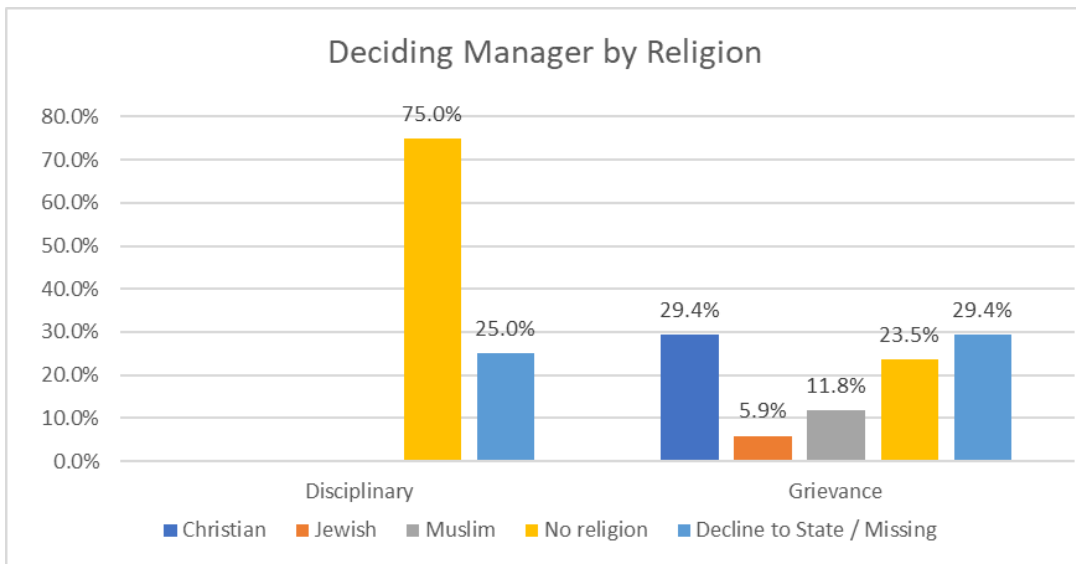
Race



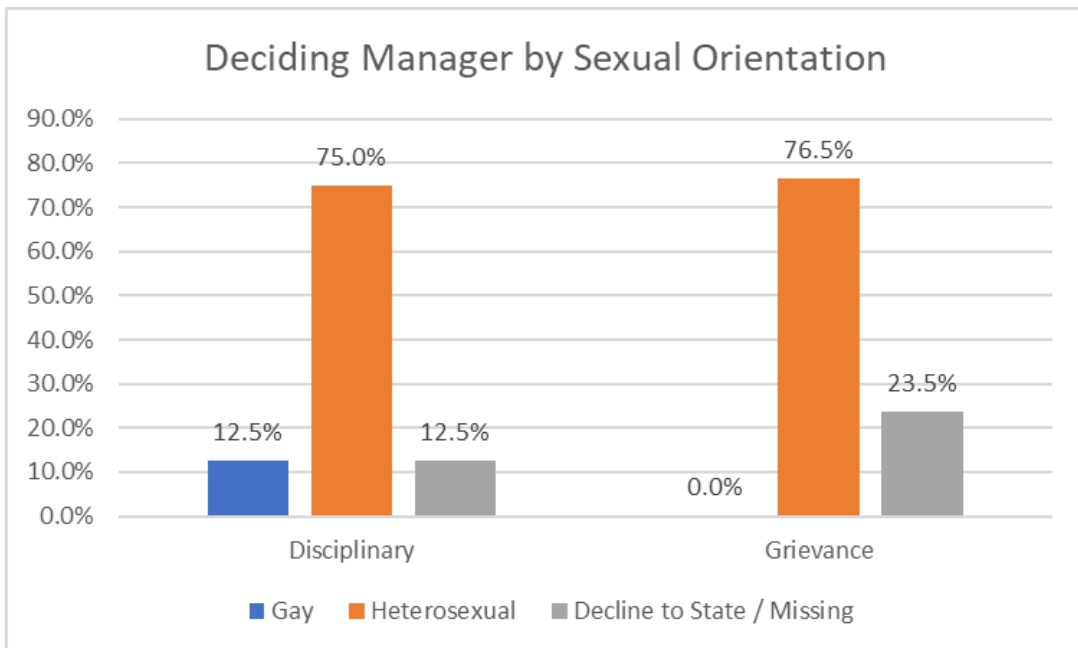
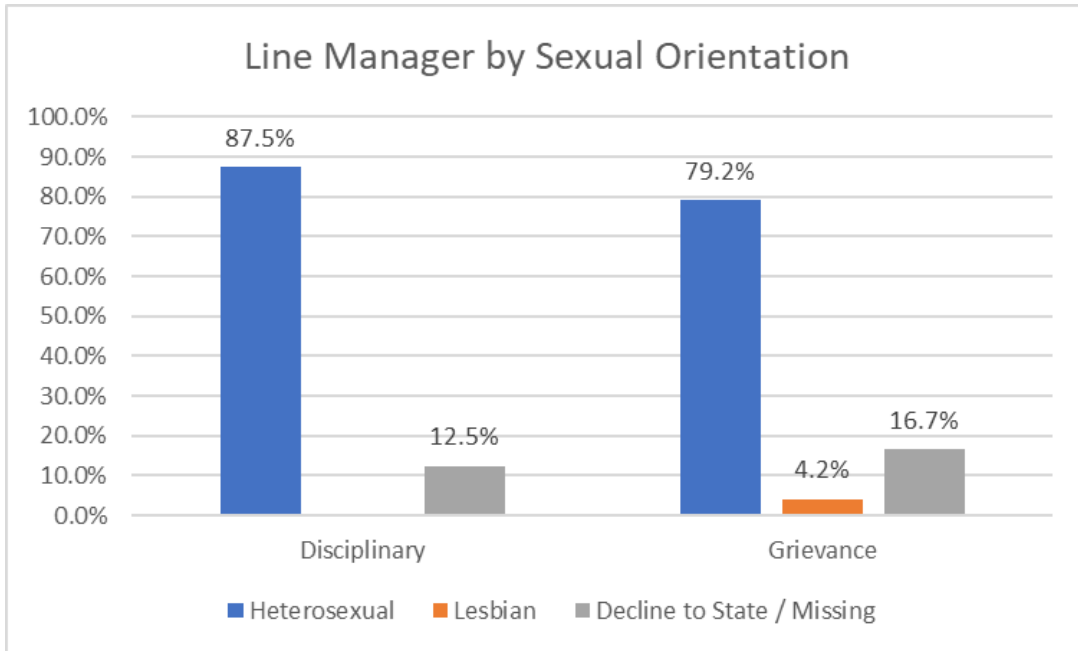


Religion

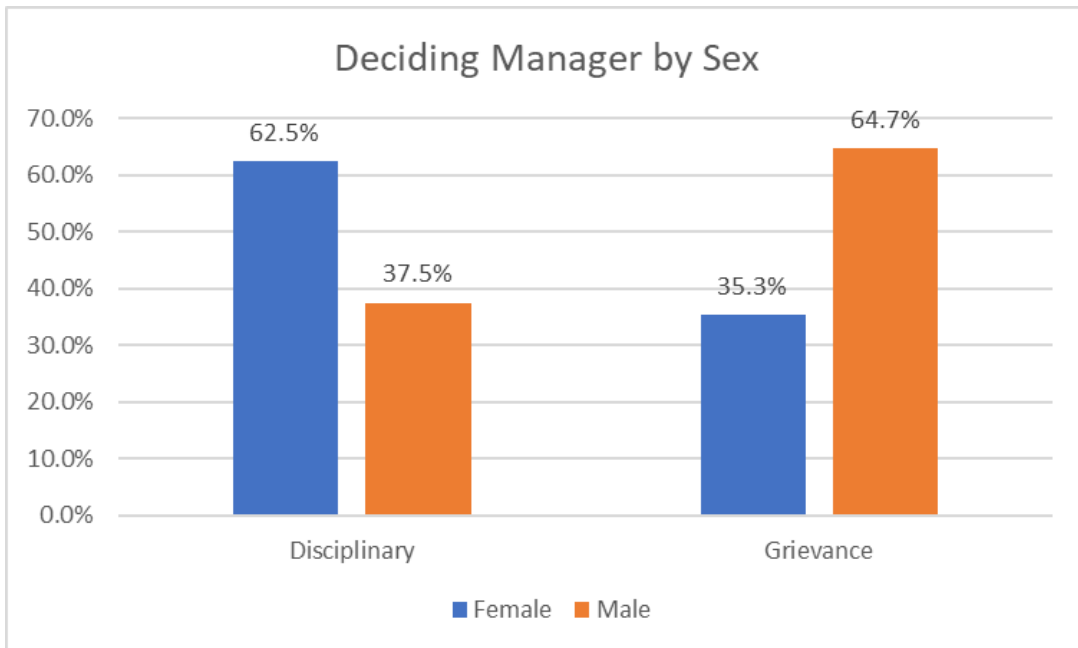
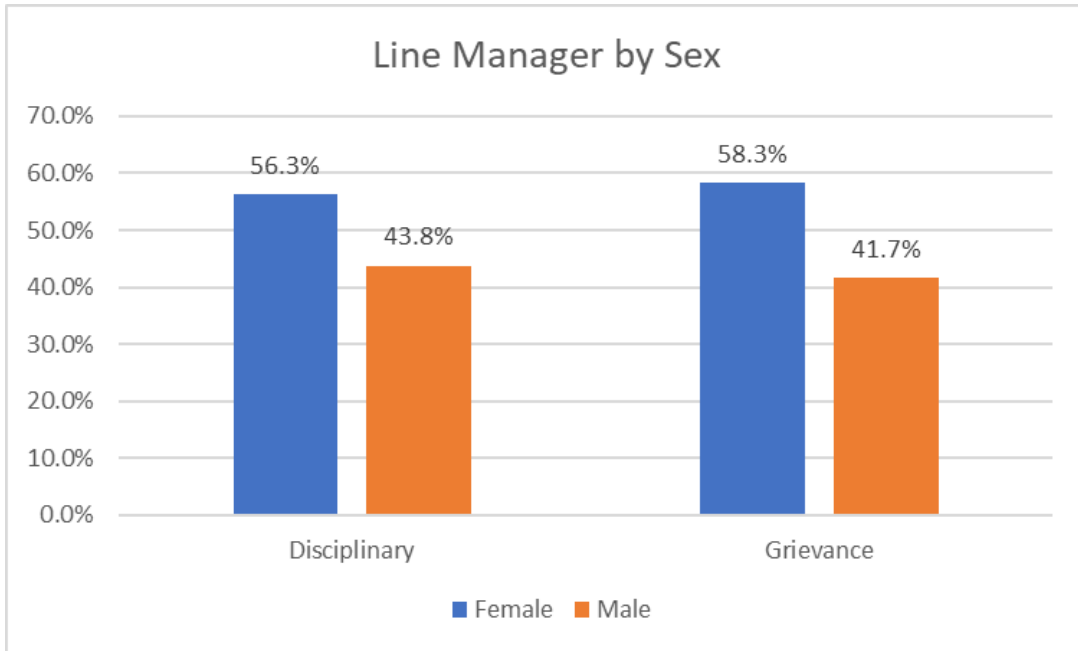




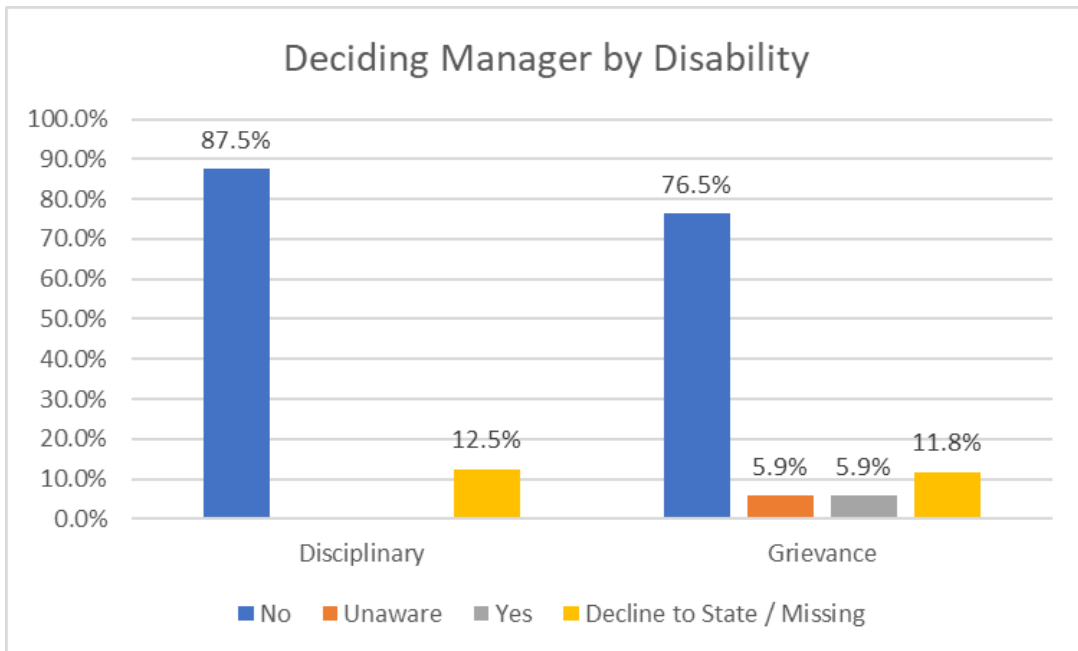
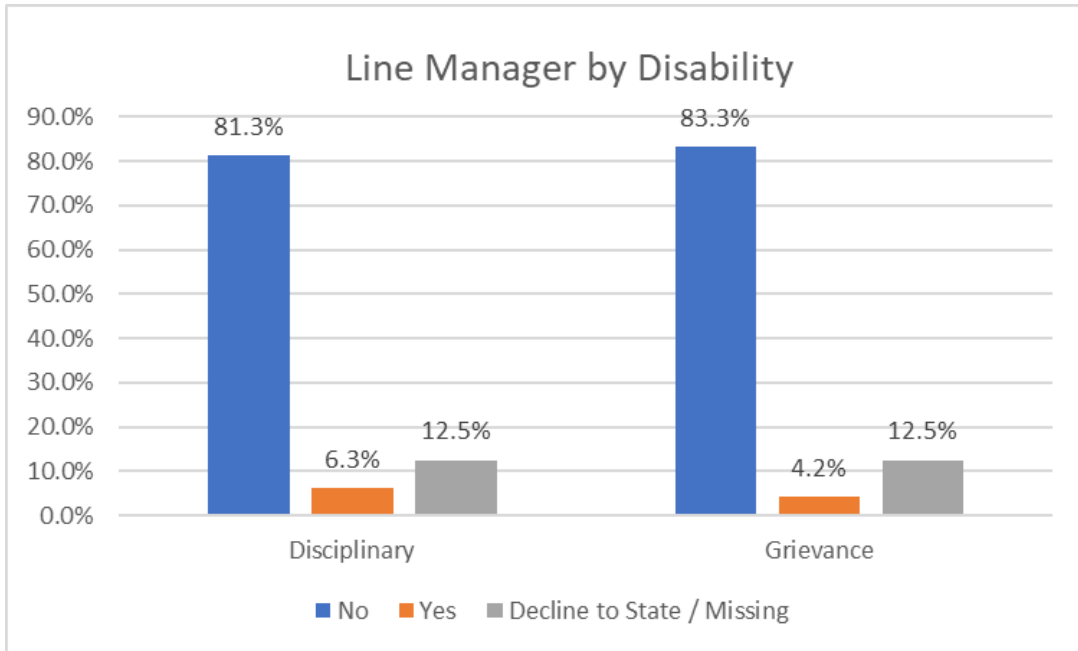
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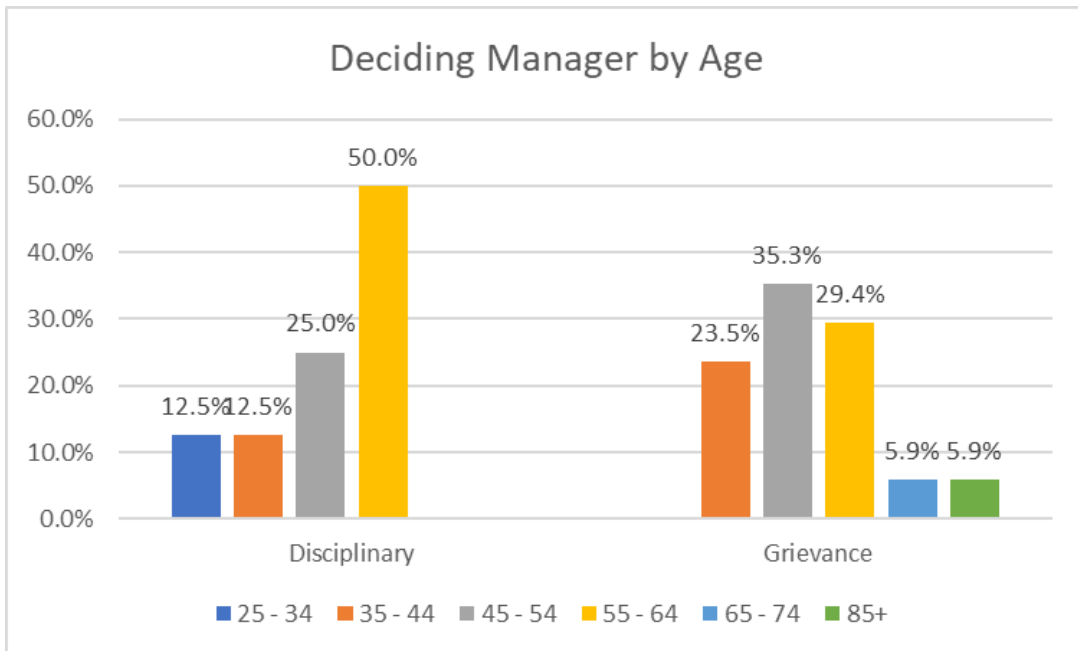
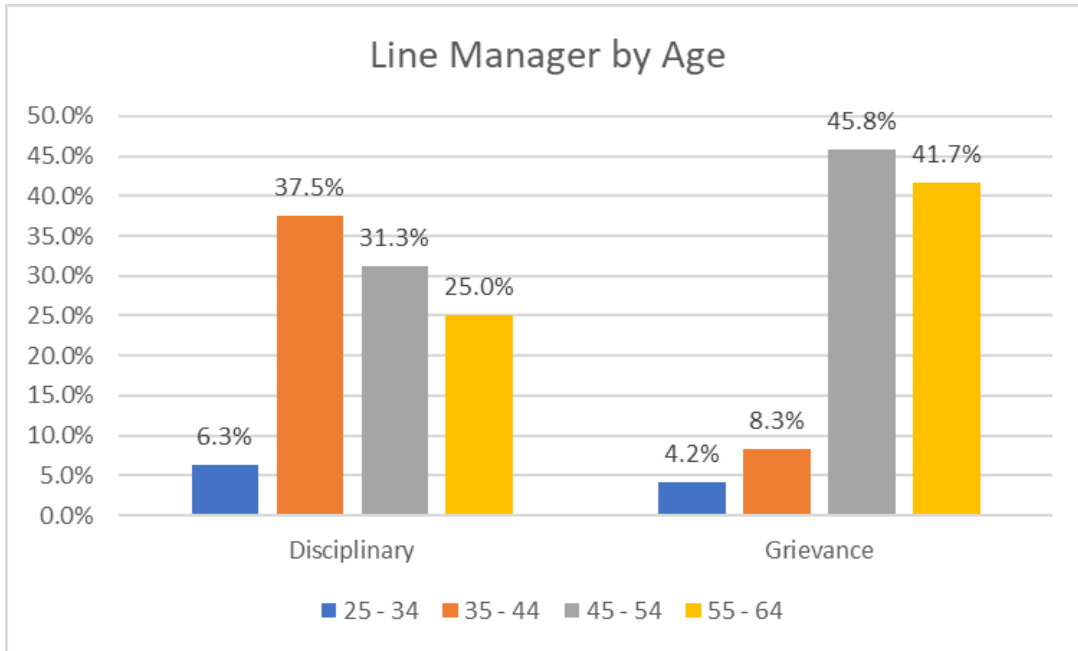
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Disability



Age



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Non-Executive Report of the: Human Resources Committee 12 June 2023	 TOWER HAMLETS
Report of: Caroline Holland, Interim Corporate Director Resources	Classification: Unrestricted
Localism Act 2011 – Pay Policy Statement 2023/24	

Originating Officer(s)	Musrat Zaman, Director of Workforce, OD and Business Support
Wards affected	All Wards

Reasons for Urgency

This report was not published within the statutory timescales due to delays with internal clearances. The Full Council will be asked to approve the pay policy on 19 July so this will be the last opportunity for the HRC to consider it before approval.

Executive Summary

Under Section 38(1) of the Localism Act 2011, the Full Council is required to adopt a pay policy statement for each financial year.

A statement for 2023/24 (draft attached as Appendix 1) should be approved and adopted by 31 March 2023, to enable it to be published as soon as is practical in the new financial year.

The [Local Government Transparency Code 2015](#) includes guidance on the calculation of the pay multiple, which forms part of the pay policy statement. On 12 May 2022, the Secretary of State issued new statutory guidance on the making and disclosure of Special Severance Payments (SSP) by local authorities. Amendments were made to the pay policy statement for 2022/23 to reflect this new guidance. No further supplementary guidance has been published in relation to the 2023/24 pay policy statement.

Should guidance or an updated Code be published after the 2023/24 pay policy has been considered by the Human Resources (HR) Committee and/or Full Council, which requires minor amendments, it is proposed that HR Committee delegate the authority to make minor amendments to the Chief Executive following consultation with the Director of Workforce, OD and Business Support, Chair of the Human Resources Committee and Monitoring Officer. Should any fundamental changes be required, the pay policy statement will be sent back to the HR Committee for further consideration.

The 2023/24 proposed pay policy statement should be approved and adopted by 31 March 2023 to enable it to be published as soon as is practical in the new financial year. Due to awaiting confirmation of proposed changes to the GLPC pay spine (the

deletion of SCP 1), and changes to committee structures, this year the report will be considered and agreed by the HR Committee on 12 June 2023 but will not be considered by Full Council until 19 July 2023. It will be published as soon as possible after this.

The pay policy statement sets out the council's current policies and practice in relation to pay for all parts of the Council's directly employed workforce (including some elements that cover agency workers), with the exception of school-based employees. Any changes to the way in which staff are remunerated would need to be dealt with as outlined in section 5 – Legal comments.

Recommendations:

The HR Committee is recommended to:

1. Consider the draft 2023/24 pay policy statement, proposing any changes and, subject to such changes, recommend policy for adoption by Full Council on 19 July 2023.
2. Delegate to the Chief Executive, in consultation with the Director of Workforce, OD and Business Support, Chair of the HR Committee and Monitoring Officer, any minor changes to the 2023/24 pay policy statement.

1. REASONS FOR THE DECISIONS

- 1.1 The Localism Act 2011 received Royal Assent on 15 November 2011. Additionally, the 'Code of Recommended Practice for Local Authorities on Data Transparency' was published in September 2011, under Section 2 of the Local Government, Planning and Land Act 1980. The Act's intention is to bring together the strands of increasing accountability, transparency and fairness, with regards to pay. The Code sets out key principles for local authorities in creating greater transparency through the publication of data. Supplementary guidance, 'Openness and Accountability in Local Pay: Guidance under Section 40 of the Localism Act', was published on 20 February 2013. Further statutory guidance 'Statutory guidance on the making and disclosure of Special Severance Payments by local authorities in England' was published on 12 May 2022.
- 1.2 The provisions of the legislation required Local Authorities to adopt and publish a pay policy statement for 2011/12 and then for each subsequent financial year. Statements must be approved by Full Council and have regard to the guidance published by the Secretary of State. Authorities will be constrained by their policy statement when making determination on senior officer pay, although the statement may be amended at any time by further resolution of Full Council.

2. ALTERNATIVE OPTIONS

- 2.1 As the publication of a pay policy statement and the nature of its content is a legislative requirement, there are no alternative options.

3. DETAILS OF THE REPORT

- 3.1 The pay policy statement must set out the authority's policies for the financial year relating to remuneration of its officers. It must include:
- A policy on the level and elements of remuneration for each Chief Officer
 - A policy on the remuneration of lowest paid employees (together with a definition of 'lowest paid employees' and reasons for adopting that definition)
 - A policy on the relationship between the remuneration of chief officers and the remainder of the workforce
 - A policy on other specific aspects of chief officers' remuneration (remuneration on recruitment, increases and additions to remuneration, use of PRP and bonuses, and the approach to termination payments).
- 3.2 Additionally, the council must have regard to other statutory guidance or recommendations, e.g., relating to pay multiples, it should be noted that, the statutory guidance emphasises that each LA has the autonomy to take its own decisions on pay and pay policies.
- 3.3 The draft 2022/23 pay policy statement considers Local Government Association (LGA)/Association of Local Authority Chief Executives (ALACE) guidance issued to local authority Chief Executives 'Localism Act: Pay Policy Statement Guidance for Local Authority Chief Executives'. The statement details the council's current arrangements; using the definitions contained in the Act and associated guidance. The pay policy statement should also set out the council's position in relation to appointments to posts with salary packages over £100,000 and redundancy packages over the same amount.
- 3.4 The Localism Act defines senior executives, and in this statement they are the Chief Executive, Corporate Directors, the Monitoring Officer and Directors.
- 3.5 The draft 2022/23 pay policy statement refers to information already published by the council in relation to senior salary data, to meet with the requirements of the Government's transparency agenda. In addition, the Local Government Transparency Code 2015, also covers the way in which the pay multiple included in the pay policy should be calculated.

Pay multiple

- 3.6 There is a requirement to publish a ratio, or pay multiple. There are a variety of ways to approach this and the Hutton Review of Fair Pay in the Public Sector (2011) supported the publication of the ratio of the council's highest paid employee (the Chief Executive) to that of its median earner (i.e., the midpoint between the highest and lowest salaries). The Local Government Transparency Code 2015, states that the pay multiple is defined as the ratio between the highest paid taxable earnings for the given year (including base salary, variable pay, bonuses, allowances and the cash value of any benefits-in-kind) and the median earnings figure of the whole of the authority's workforce. This multiple is

quoted in the draft 2023/24 pay policy statement. The ratio last year was 1:5.57 and this year it is 1:5.38.

- 3.7 Since the 2014/15 pay policy statement, an additional ratio demonstrating the relationship between the council's highest paid employee (total salary package) and the lowest salary of the non-schools workforce is included. This ratio last year was 1:11.45 and this year is 1:10.47. This allows greater comparison with other boroughs that provide this ratio.
- 3.8 For clarity, apprentices and schools' staff are not included in the pay multiple calculations, though posts that are designated as apprenticeships are. Apprentices are excluded due to the fact the multiples apply to employees only. Schools must publish their own pay policy, which is different to the Council's policy, and therefore their staff would be covered by these. The Pay Policy is clear that the pay multiples only apply to the non-schools workforce.

London Living Wage

- 3.9 The council is an accredited Living Wage Employer. This means that we adhere to the Living Wage Foundations accreditation statement, which states that "Employees based in London Boroughs (shall be paid) not less than the London Living Wage; and increase the amount which it pays to affected employees by the same amount as any increase to the London Living Wage, within 6 months of the date on which any increase in the London Living Wage is officially announced."
- 3.10 The London Living Wage (LLW) increases annually; the latest rise was announced on 22 September 2022 and must be implemented by May 2023. The LLW rate increased from £11.05 to £11.95 per hour.
- 3.11 The lowest paid staff in the council are currently paid on spinal column point 2, which equates to £24,954 per annum or £13.67 per hour, which is already above the new LLW rate of £11.95 per hour. The national NJC annual pay award for 2023/24 is still pending.

Changes to the Pay Policy

- 3.12 The only change to the Pay Policy 2023/24 is in section 2.2 which defines the lowest paid employees. This was previously Spinal Column Point (SCP) 1 but the national pay award in April 2022 deleted the bottom point of the spine so the lowest paid employees are now paid on SCP 2.

4. EQUALITIES IMPLICATIONS

- 4.1 The statement describes existing policies and practice rather than proposing new ones. Should there be amendments, further advice on the impact will be given.

5. OTHER STATUTORY IMPLICATIONS

5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:

- Best Value Implications,
- Consultations,
- Environmental (including air quality),
- Risk Management,
- Crime Reduction,
- Safeguarding.
- Data Protection / Privacy Impact Assessment.

5.2 This report sets out the council's pay policy for 2022/23, which is required by law. It ensures that employees receive an appropriate salary for the work they undertake and that the council's approach to pay is set out clearly.

6. COMMENTS OF THE CHIEF FINANCE OFFICER

6.1 There are minor financial implications arising from this report due to the deletion of SCP 1 and the uplift of pay for six employees on this SCP.

6.2 The costs of meeting the Council's Pay Policy will need to be contained within existing staffing budgets agreed through the Annual Budget and MTFs process. The annual Employees budget for General Fund areas is circa £260m.

7. COMMENTS OF LEGAL SERVICES

7.1 The main legal considerations regarding the pay policy requirements are set out in the body of the report.

7.2 The statements attached to this report are compliant with the relevant provisions (S.38 and 39) of the Localism act 2011.

Linked Reports, Appendices and Background Documents

Linked Report

- None

Appendices

- Appendix 1 – Draft Pay Policy Statement 2023/24
- Appendix 2 – Redundancy/severance packages over £100,000

**Local Government Act, 1972 Section 100D (As amended)
List of "Background Papers" used in the preparation of this report**

List any background documents not already in the public domain including officer contact information.

- Localism Act 2011 LGA / ALACE - 'Localism Act: Pay Policy Statement Guidance for Local Authority Chief Executives'
- DCLG - Openness and Accountability in Local Pay: guidance under section 40 of the Localism Act
- DCLG - 'Openness and accountability in local pay: Guidance under section 40 of the Localism Act 2011' Supplementary Guidance
- Communities and Local Government - The Code of Recommended Practice for Local Authorities on Data Transparency
- DLUHC - Statutory guidance on the making and disclosure of Special Severance Payments by Local Authorities

Officer contact details for documents:

Musrat Zaman, Director of Workforce, OD and Business Support 020 7364 4922

London Borough of Tower Hamlets

Pay Policy statement 2023/2024

Document History	23/24 Version
Date Implemented	1 April 2023
Date Amended	1 June 2023



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1. Introduction

- 1.1 Sections 38 to 43 of the Localism Act 2011 require the Council to produce a policy statement that covers a number of matters concerning the pay of the Authority's staff, principally its Chief Officers and the Authority's lowest paid employees. This pay policy statement meets the requirements of the Localism Act 2011 and takes account of the guidance issued by the Secretary of State for Communities and Local Government in February 2012 and the supplementary guidance issued in February 2013 both entitled "Openness and accountability in local pay: Guidance under section 40 of the Localism Act" together with the Local Government Transparency Code 2015 where applicable. It also takes into account guidance for local authorities on the 'Use of severance agreements and 'off payroll' arrangements' published by the Department for Communities and Local Government (DCLG) in March 2015.
- 1.2 This pay policy statement does not apply to employees of schools maintained by the Council and is not required to do so. This pay policy statement is required to be approved by a resolution of the Full Council before it comes into force. Once approved by Full Council, this policy statement will come into immediate effect, superseding the 2022/2023 pay policy statement.

2. Definitions

- 2.1. All the posts in this section (2.1) are collectively referred to as **Chief Officer** in accordance with the Localism Act 2011 and the Local Government and Housing Act 1989.
- **Head of the Paid Service**, which is the post of Chief Executive
 - **Statutory Chief Officers**, which are:-
 - Corporate Director, Children and Culture – designated Director of Children's Services
 - Corporate Director, Health, Adults and Community – designated Director of Adults Social Services
 - Corporate Director, Resources – Chief Finance Officer under section 151 Local Government and Housing Act 1989 (the Director of Finance is the Deputy section 151 officer)
 - Director of Legal who is the Authority's Monitoring Officer under section 5 Local Government and Housing Act 1989
 - Director of Public Health
 - **Non-statutory Chief Officers and Deputy Chief Officers**, which are:-
 - Corporate Director, Place
 - Directors that report to a Chief Officer.
- 2.2 The **Lowest Paid Employees** are defined as employees paid on Spinal Column Point 2 of the National Joint Council (NJC) for Local Government Services pay scales. This definition has been adopted as it is the lowest level of remuneration attached to a post in this Authority (see section 6 below).

3. Pay and grading structure

- 3.1 The majority of employees' pay and conditions of service are agreed nationally either via the National Joint Council (NJC) for Local Government Services, or the Joint National Council (JNC) for Chief Officers, with regional or local variations.
- 3.2 The rest of the workforce are employed on Soulbury conditions of service, some on conditions determined by the Joint National Council for Youth and Community Workers, some staff covered by the School Teachers Pay and Conditions Document and some staff on locally agreed terms and conditions for Lecturers and Tutors.
- 3.3 There are also a number of staff who are protected by the provisions of TUPE (Transfer of Undertakings (Protection of Employment) Regulations 2006) following transfers into the organisation and have retained their existing terms and conditions.
- 3.4 It is the practice of the Council to seek the views of local trade unions on pay related matters, recognising that elements are settled within a national framework.
- 3.5 For staff on NJC terms and conditions, the Council uses the national pay spine to determine its pay scale, which is now made up of lettered grades.
- 3.6 All roles are evaluated as follows i) Up to Grade O under the Greater London Provincial Council (GLPC) job evaluation scheme; ii) Grade P under a local variation to the GLPC job evaluation scheme; and iii) Above Grade P under the Joint Negotiating Committee for Chief Officers job evaluation scheme.
- 3.7 The Council signed a Single Status agreement in April 2008 with trade unions. This brought former manual grades into the GLPC job evaluation scheme and replaced spot points with narrow grade bands. This has been implemented by the Council. One of the key aims of the agreement was to eliminate potential pay inequality from previous pay structures and ensure that new pay structures are free from discrimination.
- 3.8 New and changed jobs are evaluated using the relevant job evaluation scheme, with the appropriate grade being determined using a range of factors.
- 3.9 The scale point on which an individual is appointed to the post is normally the lowest of the grade but will depend on skills and experience. There may be exceptional circumstances where an individual may be appointed higher (e.g. to match a current salary) which would require the relevant evidence and appropriate approval.

4. Head of Paid Service, Statutory Chief Officer, Non-Statutory Chief Officer and Deputy Chief Officer remuneration

- 4.1 Pay for the Head of Paid Service and Corporate Directors is made up of 3 elements:
- Basic pay (defined by a locally agreed grade)
 - London weighting allowance
 - Travel allowance payment
- 4.2 The Chief Executive receives fee payments pursuant to his appointment as Returning Officer at elections.
- 4.3 Directors; other non-statutory Chief Officers and Deputy Chief Officers receive basic pay (defined by a locally agreed grade).
- 4.4 Chief Officer salary data is published on the Council's website as part of the Government's transparency agenda. For details, please see [here](#).

5. Salary packages

- 5.1 All salary packages for posts at Chief Officer level are in line with locally agreed pay scales.
- 5.2 All salary packages for posts at Chief Officer level of £100,000 or more will be subject to the Human Resources Committee approving the structure and grade for posts at Chief Officer level – and noting by Full Council.

6. Lowest paid employees (excluding Schools based staff)

- 6.1 The Council's lowest paid London based employees are those who are paid on the lowest scale point, which is above the level of London Living Wage.
- 6.2 The Council's lowest paid non-London based employees are those who are paid on the lowest scale point, which is above the level of National Living Wage.
- 6.3 The Council's Apprentices are paid at least the London Living Wage rate.
- 6.4 The Council will implement the increase to the London Living Wage on 1 April 2023 and as the London Living Wage rises in future years, the council will continue to increase pay levels for the lowest paid staff to ensure that they are paid the nearest scale point above the London Living Wage.

7. National pay bargaining

- 7.1 Annual pay increases across the Council's grades are set through the process of national pay bargaining which the Council subscribes to.
- 7.2 The Council contributes to the negotiation process by providing an employer view through the annual Local Government Employers' regional pay briefings. The employers' side then negotiate with trade unions at a national level.
- 7.3 National pay rates are set using a number of factors, including:
- The sector's ability to pay
 - Movement in market rates
 - Inflation levels
 - Other pay awards
 - The Government's policy position regarding public sector pay

8. Starting salaries and salary progression

- 8.1 Starting salaries for staff shall be based on the lowest spinal column point of the grade, unless the individual is already earning more than this, in which case we will match their salary where this is available to match. Staff will only be placed on a higher spinal column point in exceptional circumstances. Directors can authorise appointment to one spinal column point higher. Appointment to a spinal column point above this is subject to evidence and a business case agreed before an offer is made to a candidate and in line with budget affordability. This must be pre-agreed by the relevant Head of HR/Senior HR Business Partner, on behalf of the Director of Workforce, OD and Business Support, ahead of offers being made. The exception to this provides the Chief Executive authority to agree and set pay for Corporate Directors and Directors in conjunction with the Director of Workforce, OD and Business Support.
- 8.2 There should be no increase in spinal points for staff directly matched to a post as part of internal restructuring. If staff are directly matched at the same grade, they should be on the same salary point. If staff are directly matched at a higher grade, it should be at the bottom spinal point of the new grade. If there is a cross over in spinal point between the old and new grade the individual stays at the same spinal point in the new grade.
- 8.3 For staff below Chief Officer level, incremental progression is on an annual basis for those staff who are not at the top of their grade. In exceptional circumstances an increment may be withheld due to poor performance. Chief Officers have to demonstrate satisfactory performance through a formal annual appraisal before being awarded incremental progression.

9. Additional payments and allowances

- 9.1 A range of allowances and payments are paid as appropriate to the nature and requirement of specific posts, groups of posts and working patterns. These

include car and travel allowances, overtime, standby, weekend and night work, shift and call-out payments.

- 9.2 Staff undertaking additional duties to a more senior grade will receive payment as appropriate using clear criteria, and where a clear business need is identified.
- 9.3 The Council has a staff relocation package, available to new entrants to the Council's employment, and subject to tight eligibility criteria, for which appropriate approval must be obtained prior to any offer of employment.
- 9.4 The Council's Director of Workforce, OD and Business Support also has authority to agree the payment of market supplements and other payments for recruitment and retention purposes, where there is a strong business case and appropriate criteria are met. (Details are set out in the Council's Market Supplement Policy and Recruitment and Retention Policy).
- 9.5 The Council does not currently operate a performance related pay scheme or bonus scheme.
- 9.6 Where a negotiated settlement is appropriate in circumstances which do not amount to a dismissal, it will be approved in accordance with section 12.2 below with input from the Director of Workforce, OD and Business Support.

10. Pensions

- 10.1 All employees (with the exceptions set out below) of the Council up to 75 years of age and who have a contract of more than 3 months' duration are entitled to join the Local Government Pension Scheme (LGPS). Decisions on delegated provisions are agreed by the Pensions Committee. The LGPS is a contributory scheme, whereby the employee contributes from their salary. The level of contribution is determined by whole time salary and contribution levels are set by Government who then advise the employer.
- 10.2 All employees of the Council from 18 to 75 years of age and who are employed on Teacher, Youth Work or Tutor/Lecturer terms and conditions are entitled to join the Teachers' Pension Scheme. The Teachers' Pension Scheme is a contributory scheme, whereby the employee contributes from their salary and contribution levels are set by Government.

11. Non-permanent workforce resources

- 11.1 To ensure flexibility in delivering services, the Council supplements its employee workforce with workers who are not Council employees or on the Council payroll. This non-permanent resource includes consultants and interims, procured through approved third-party providers or the Council's agency contract.

- 11.2 In managing its non-permanent workforce resource, the Council seeks to ensure that: the Council and the wider public sector achieve value for money; tax and national insurance liabilities are managed appropriately; and contractual relationships between the Council, workers and third parties are properly reflected. In this regard, it is the Council's policy not to engage directly with self-employed individuals, or wholly owned one-person limited companies in all but the rarest of exceptions. Where such arrangements are used, the Council seeks to limit them to a maximum duration of 24 months.
- 11.3 Where it is necessary to engage a worker, it will usually be on a rate that is comparable with the grade for the post, where there is a clear comparator.

12. Compensation for loss of office

12.1 *Financial terms for redundancy*

The Council has guidance linked to its policy for Handling Organisational Change which sets out the terms for redundancy and early termination of staff (subject to qualifying criteria), which apply to all staff. In certain circumstances, individuals may also qualify for early release of their pension. The Handling Organisational Change policy does not apply to Chief Officers.

12.2 *Redundancy/special severance payments*

- 12.2.1. A severance package for any member of staff of £100,000 or more (including an employee's right to contractual redundancy/severance and pension/pension lump sum payments) will be subject to a vote of full council for approval.
- 12.2.2. Severance packages of £20,000 or more, but below £100,000 will be personally approved by the Head of Paid Service, with a clear record of the Mayor's approval. The S.151 Officer and the Monitoring Officer will also record their approval of the payment.

12.3 *Ill health*

Where termination of employment arises from ill health, payments will be made in accordance with the contract of employment. In certain circumstances, individuals may also qualify for early release of their pension.

12.4 *Re-employment or re-engagement following redundancy/early retirement/receipt of compensation for loss of office*

Any member of staff who has left the Council by reason of redundancy or early retirement and received a redundancy/severance payment is required to have a gap before reemployment. The gap should be at least 2 years after the date of termination for all staff who left due to compulsory redundancy or voluntary redundancy before they can return, either as a directly employed member of staff, an agency worker or a consultant. This does not prevent them from working in Tower Hamlets Schools during this period.

13. Pay multiples/comparisons

- 13.1 The Council's pay and grading structures reflect a wide range of job requirements and levels of responsibility across the organisation, with pay and grading being determined by the Council's job evaluation schemes.
- 13.2 The pay ratio demonstrating the relationship between the Council's highest paid employee (total salary package) and the median (mid-point between the highest and lowest) salary position of the non-schools workforce is 1:5:38.
- 13.3 The pay ratio demonstrating the relationship between the Council's highest paid employee (total salary package) and the lowest salary of the non-schools workforce is 1:10:47.
- 13.4 The Council will have regard to its pay ratios and keep them under review, seeking to balance the following:
- Ensuring appropriate reward mechanisms which value knowledge, skills and experience at a senior level, and ensure that the Council can recruit and retain the best talent.
 - Addressing its commitment to matching the London Living Wage for our lowest paid staff and encouraging the developmental progression for staff in the lowest graded roles.

14. Equality issues

- 14.1 The policy elements described in this report derive from national terms and conditions and bargaining, or local discretion. The Council has a keen regard for equality issues and should any changes be made to the pay policy in the future, proposals would go through an Equality Analysis. One of the key aims of Single Status agreement was to eliminate potential pay inequality from previous pay structures and ensure that new pay structures are free from discrimination.

15. Review

- 15.1 The Pay Policy Statement is reviewed annually and submitted to the Human Resources Committee for noting and Council for approval. In the interests of improving accountability and transparency, all appointments made to posts attracting remuneration of £100,000 or more per annum and all severance packages of £100,000 or more during the previous financial year shall be highlighted to Full Council.
- 15.2 Should changes to the Pay Policy be contemplated that would result in an amended statement being published in the year that it applies, these would be subject to a detailed consultation process before adoption by Full Council.

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Appendix 2

Exits over £100,000 between 1 April 2022 and 31 March 2023

Directorate	Cost (including pension strain)
Chief Executive's Office	£285,670.30
Resources x 2	£243,060.18

All exits were agreed by Full Council

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Non-Executive Report of the: Human Resources Committee 12 June 2023	
Report of: Director of Director of Workforce, OD & Business Support	Classification: Unrestricted
Update on Senior Recruitment and interim arrangements	

Originating Officer(s)	Pat Chen, Head of HR
Wards affected	None

Reasons for Urgency

This report was not published by the statutory deadline. It was delayed due to late circulation for internal clearances. This is an important update for this Committee and is complementary to the report on the establishment of an Appointment Sub Committee to support this recruitment.

Executive Summary

This report updates Members on senior posts and recent recruitment activity.

Recommendations:

The HR Committee is recommended to:

1. Note the current position on the recruitment to senior management vacancies in the Council structure and any interim arrangements in place.

1. REASONS FOR THE DECISIONS

- 1.1 HR Committee has responsibility for the appointment to Chief/Deputy Chief Officer posts. It is usual practice for the Committee to establish Appointment Sub-Committees to fulfil the recruitment process and to receive regular progress reports.
- 1.2 Section 5.2 of the Officer Employment Procedure Rules states the engagement of Chief Officers, to permanent positions or interim positions of over three months, will be through the normal recruitment process overseen by the HR Committee.

2. DETAILS OF THE REPORT

2.1 Background

General Purposes Committee received an update in March 2023. This report sets out the current status of recruitment to vacant senior roles in the corporate structure.

2.2 Senior Management vacancies and progress of recruitment

The detail of the progress on the recruitment to senior roles is set out in the table below. This also includes any interim arrangements.

Job title and directorate	Current arrangements	Comments
Chief Executive (HPS and Returning Officer)	Steve Halsey was appointed as interim CE at Full Council on 1 March 2023	Post has been advertised and recruitment is in progress. Final interviews scheduled for 3 July 2023.
Corporate Director, Resources (Section 151 officer)	Caroline Holland started as interim Corporate Director and S.151 officer on 9 January 2023	Recruitment in progress. Final interviews scheduled for 10 July 2023.
Director of Finance (Deputy 151)	Nisar Visram left on 26 May 2023. John Harrison appointed as interim cover	Recruitment in progress. Final interviews scheduled for August 2023.
Director of Education Children and Culture Directorate	Lisa Fraser has been appointed and started on 2 May 2023	Recruitment completed.
Director, Public Realm Place Directorate	Dan Jones left on 27 April 2023. Simon Baxter appointed as interim cover	Recruitment to commence in July 2023 following the organisational restructure of directorates
Director of Integrated Growth and Development Place Directorate	Interim acting up arrangements to continue for an additional six months, pending a review of the structure.	Recruitment to commence in July 2023 following the organisational restructure of directorates.

3. EQUALITIES IMPLICATIONS

The Council is committed to equalities and such considerations will be part of the recruitment process and informs the procurement process. All posts are recruited to on merit. Recruitment to the vacancies has been carried out in accordance with the Council's procedures.

4. OTHER STATUTORY IMPLICATIONS

4.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:

- Best Value Implications,
- Consultations,
- Environmental (including air quality),
- Risk Management,
- Crime Reduction,
- Safeguarding.

4.2 Recruitment to the senior management structure enables the Council to deliver excellent services for residents and deliver the associated financial saving.

4.3 Risks associated with recruitment have been mitigated by the engagement of specialised recruitment adviser(s).

4.4 The roles are all member appointments, and an Appointments Sub Committee will be set up for each role. The CEO role will also involve wider engagement of members, external stakeholders and internal staff during the selection process.

4.5 There are no other specific implications arising from this report.

5. COMMENTS OF THE CHIEF FINANCE OFFICER

5.1 The posts are part of the core management team structure and sufficient base budget funding has been set aside to meet the cost associated with those posts. The organisational restructure is expected to generate revenue savings which will be considered as part of the Council's budget setting process.

6. COMMENTS OF LEGAL SERVICES

6.1 This report provides an update on Chief Officer and Deputy Chief Officer recruitment activity and there are no legal implications in relation to this.

Linked Reports, Appendices and Background Documents

Linked Report

- None

Appendices

- None

Officer contact details for documents:

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