



THE LONDON BOROUGH  
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BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

TELEPHONE: 020 8464 3333

CONTACT: Keith Pringle  
[keith.pringle@bromley.gov.uk](mailto:keith.pringle@bromley.gov.uk)

DIRECT LINE: 020 8313 4508

FAX: 020 8290 0608

DATE: 16 August 2013

To: Members of the  
**URGENCY COMMITTEE**

Councillors Graham Arthur, Stephen Carr, Judi Ellis, Robert Evans, Peter Fookes, Russell Mellor, Tony Owen, Tom Papworth and Stephen Wells

A meeting of the Urgency Committee will be held at Bromley Civic Centre on  
**WEDNESDAY 21 AUGUST 2013 AT 6.00 PM**

MARK BOWEN  
Director of Corporate Services

*Copies of the documents referred to below can be obtained from*  
[www.bromley.gov.uk/meetings](http://www.bromley.gov.uk/meetings)

## **AGENDA**

- 1 APOLOGIES FOR ABSENCE**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTES OF THE MEETING HELD ON 29TH MAY 2013 (Pages 3 - 4)**
- 4 ASSISTANT DIRECTOR POSTS : SALARY PACKAGE (Pages 5 - 8)**

The Chairman to move that the attached report be considered on grounds of urgency so that the proposed appointments can proceed as quickly as possible thus avoiding any delay which might impact on service levels.

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## **URGENCY COMMITTEE**

Minutes of the meeting held at 6.00 pm on 29 May 2013

### **Present:**

Councillor Tony Owen (Chairman)

Councillors Peter Dean, Peter Fookes, Russell Mellor,  
Ernest Noad and Colin Smith

### **1 APPOINTMENT OF CHAIRMAN FOR 2013/14**

Councillor Tony Owen was appointed Chairman for 2013/14.

### **2 APOLOGIES FOR ABSENCE**

Apologies for absence were reported from Councillors Stephen Carr and Eric Bosshard, who were replaced by Councillors Colin Smith and Russell Mellor. Apologies had also been received from Councillor Tom Papworth.

### **3 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **4 MINUTES OF THE MEETING HELD ON 1ST MAY 2012**

**RESOLVED** that the minutes of the meeting held on 1<sup>st</sup> May 2012 be confirmed.

### **5 REQUEST FOR A DISPENSATION FROM COUNCILLOR ERIC BOSSHARD**

Report RES13109

The Committee considered an urgent request for a dispensation from Councillor Eric Bosshard that would allow him to address the Plans Sub-Committee No. 4 meeting on 30<sup>th</sup> May 2013 on behalf of local residents in his ward. The exact terms of his request were set out in the report before the Committee, but in summary Cllr Bosshard wished to continue to represent the views of local residents on this case, which had been going on for two and a half years. The introduction of the concept of Disclosable Pecuniary Interests in July 2012 meant that he was prevented from speaking on the case as he lived next door to the site in question, whereas under the previous standards regime a Councillor with a pecuniary interest could address the meeting so long as they withdrew from the room before other Members began to debate the matter. The Committee considered that this condition was unnecessary in this case and decided that Councillor Bosshard's application for a dispensation should be granted unconditionally so that he could represent the interests of people living in the area.

*Urgency Committee*  
*29 May 2013*

**RESOLVED** that the application from Councillor Eric Bosshard to be allowed to address the Plans Sub-Committee No. 4 (and any subsequent meetings on the same case) on the application for 51 Marlings Park Avenue, Chislehurst be granted unconditionally.

The Meeting ended at 6.01 pm

Chairman

# London Borough of Bromley

Report No.13002

PART I – PUBLIC

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**Decision Maker:** Urgency Committee

**Date:** 21<sup>st</sup> August 2013

**Decision Type:** Urgent                      Non-Executive                      Key  
Non-Key

**TITLE:** ASSISTANT DIRECTOR POSTS : SALARY PACKAGE

**Contact Officer:** Charles Obazuaye  
Tel: (020) 8313 4355                      email: charles.obazuaye@bromley.gov.uk

**Chief Officer:** Director of Human Resources

**Ward:** N/A

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## 1. REASON FOR REPORT

- 1.1 To seek member approval to recruit two Interim Assistant Directors on a temporary/fixed term contract on a salary in excess of £100,000 per annum.
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## 2. RECOMMENDATION(S)

- 2.1 Members are requested to agree the proposal to appoint an Assistant Director, Adult Care Services, on a temporary/fixed term contract not exceeding £110k per annum including lease car or pay in lieu of a lease car.
- 2.2 Members are requested to agree the proposal to appoint an Interim Assistant Director, Education, on a temporary/fixed term contract not exceeding £110k per annum including lease car or pay in lieu of a lease car.

### Corporate Policy

1. Policy Status: Existing Policy
  2. BBB Priority: Children & Young People/Excellent Council
- 

### Financial

1. Cost of proposal: No Cost
  2. On-going costs: N/A/Non-recurring cost/Recurring Cost
  3. Budget Head/Performance Centre:
  4. Total current budget for this Head:
  5. Source of Funding: Existing budgets
- 

### Staff

1. Number of staff (current and additional):
  2. If from existing staff resources, number of staff hours:
- 

### Legal

- 1) Legal Requirement: Statutory Requirement
  - 2) Call In: Call in is not applicable
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected)
- 

### Ward Councillor Views

- 1) Have Ward Councillors been asked for comments: N/A
- 2) Summary of Ward Councillors comments:

### **3. COMMENTARY**

3.1 The context is that:

3.1.1 The Council is required to have a Pay Policy Statement for its “Chief Officers” pursuant to the Localism Act. The current pay policy was approved by Full Council on 27<sup>th</sup> February 2013.

3.1.2 For the purposes of the Pay Policy Statement, the term “Chief Officer” includes deputy Chief Officers within the meaning of the Local Government and Housing Act 1989. It, therefore, covers the two interim Assistant Director posts in the department of Education, Care and Public Health Services the Director is seeking to recruit into as a matter of urgency.

3.1.3 The Pay Policy Statement requires members to approve large salary packages in respect of new appointments. The Secretary of State considers that £100,000 per year is the right level for that threshold to be set. Salary packages will include salary, bonuses, fees or allowances routinely payable to the new recruit and any benefits in kind to which the officer is entitled as a result of their employment.

3.1.4 There are significant organisational, financial and legislative changes impacting on the structure and the delivery models for the services these two senior posts are currently responsible for. The pace of academy conversion in Bromley and the on-going work to realign finance and policy with a view to transitioning into a commissioning authority have influenced the strategic decision to fill these two vital posts on a temporary/fixed term contract. It offers sufficient flexibility and capacity at a critical time in the department without the risks normally associated with a permanent appointment.

3.1.5 However, given the interim nature of these appointments, the Council will need to offer a good salary package to attract quality recruits away from established and stable environments.

3.1.5 As stated in the Pay Policy Statement, the key challenge is to ensure that pay levels remain attractive and competitive so that the Council is able to recruit and retain quality staff, especially staff charged with managing high profile Member priorities.

3.2 The post of Assistant Director, Adult Care Services, became vacant following the (normal) retirement of the previous post holder earlier this year. An agency worker was procured to fill the gap via an employment agency. The Officer, Stephen John, has been in the organisation since June 2013 and he is working very well with the Director, the Portfolio Holder and his DMT colleagues, to address the huge challenges and opportunities within adult care. The Director needs to secure his commitment and services by offering him a temporary/fixed contract for 6 months initially with the London Borough of Bromley.

3.3 For the same reason, the Director is also seeking a temporary replacement for the post of Assistant Director, Education, currently held by Dr. Tessa Moore. As Members are aware, Dr. Moore has communicated her decision to terminate her employment with the Council on the ground of (normal) retirement. Although Dr. Moore’s last day of service is not until 31<sup>st</sup> October 2013, the Director, in consultation with the Chief Executive and the Portfolio Holder, is keen to find a quality replacement immediately to ensure there is very little, or no, gap between the new person starting and Dr. Moore’s departure.

- 3.4 The key challenge is to find the right person for Bromley with speed and efficiency given the scale and pace of the education agenda. Being able to attract the right candidate away from a stable environment to accept a temporary/fixed term contract with Bromley Council is always a challenge. It will require a new radical departure from the normal protracted recruitment and selection process. Hence the Director, in consultation with HR, is seeking to “headhunt” quality individuals for this vital post. The existing agency work arrangement with Adecco is not always ideal for this level of appointment.
- 3.5 For both posts, the Director is seeking Member approval to offer a salary not exceeding £110k per annum (including lease car or pay in lieu). Both posts are entitled to a lease car. Under the lease car scheme, employees with a lease car are expected to make a 30% contribution to the cost and for Assistant Directors, the value of this benefit is approximately £3,207 per annum. Currently there are no bonuses, fees or allowances routinely payable to the post holders. The post holders will be eligible to join the Local Government Pension Scheme.

#### **4. POLICY IMPLICATIONS**

- 4.1 As stated above the Council is required to publish a Pay Policy Statement for Chief Officers every financial year. The Statement sets out the Council’s policy relating to:
- a) Remuneration of its Chief Officers;
  - b) Remuneration of its lowest paid staff;
  - c) The relationship between (a) and (b).

The report is consistent with the Council’s Pay Policy Statement 2013/14. It is also consistent with our desire to recruit, retain and motivate quality staff at all times and particularly staff charged with delivering significant simultaneous changes.

#### **5. FINANCIAL IMPLICATIONS**

- 5.1 Within the existing budgets

#### **6. LEGAL IMPLICATIONS**

- 6.1 Dealt with in the body of the report.

#### **7. PERSONNEL IMPLICATIONS**

- 7.1 Dealt with in the body of the report.

<b>Non-Applicable Sections:</b>	
Background Documents: (Access via Contact Officer)	