

URGENT DECISION FORM

TO BE UPLOADED ON TO THE INTERNET BY DEMOCRATIC SERVICES

Date: 09/5/2024	Ref No:
Type of Decision:	
Cabinet Decision	<input type="checkbox"/>
Key	<input type="checkbox"/>
Council Decision	<input checked="" type="checkbox"/>
Non-Key	<input type="checkbox"/>
Subject matter: Appointment of the Section 151 Officer	
Reason for Urgency: The decision needs to be taken in advance of the next Council meeting.	
Freedom of Information Status - in the public domain	
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	NO

Decision taken:

1. Note Paul McKeivitt will remain as Director of Finance and statutory s151 officer until 31st May 2024.
2. Appoints Clare Williams for interim period from 1st to 30st June 2024 as Interim Executive Director of Finance this post will discharge the Council's responsibilities under Section 151 of the Local Government Act 1972;
3. Appoint Neil Kissock as Director of Finance / S151 with effect from 1 July 2024 Chief Officer Band F (£103,767 - £112,636).
4. Approve the application of a £5,000 Market Supplement to the role of Director of Finance s151 Officer for a period of two years.

Information in support of the market rate supplement

Market supplements are additional payments made to a post holder where a particular skill, specialism or qualification attracts a higher rate of pay in the labour market than is attributed to the job through the job evaluation process. If the pay of a particular job is to be enhanced to reflect market conditions it is necessary to demonstrate that there are 'objectively justified grounds' for doing so. This involves demonstration that:-

- 1) Recruitment and retention difficulties exist in relation to the job(s) concerned resulting in actual or foreseeable organisational and/or operational problems.
- 2) These problems will be removed or reduced by the pay supplement.
- 3) Consideration has been given to develop the skills needed in house where appropriate

The Council's Market Supplement Policy sets out a number of criteria for the objective justification of such supplements. In this case, the supplement is proposed based the below key criteria:

Evidence of the operational problems that would be caused due to recruitment and retention issues. – It is a legal requirement for the Council to have a Section 151 Officer and there are no internal candidates with the skills or experience to undertake this role. Payment of this supplement will support the Authority to ensure the recruitment and retention of a highly skilled and experienced postholder selected via a robust Members led process

The proposed supplement, is sufficient to ensure recruitment and retention of the identified candidate.

Decision taken by:	Signature:	Date:
Chief/Senior Officer/Cabinet Chair		15.5.2024
After consultation with:	Cllr Rafiq	
Cabinet Member (if a Key Decision) or Chair or Lead Member (as appropriate)	Madam Mayor – agreed via email	
If it is a Key Decision, the Chair of Scrutiny Committee to agree that the decision cannot be deferred		

<p>Opposition Leader or nominated spokesperson (Council Decision) or Leader or Majority Group Member on Overview and Scrutiny Committee (if a Key Decision) to agree that the decision cannot be deferred</p>	<p>Cllr Bernstein -- agreed via email</p>	
<p>Leader of second largest Opposition Group (if a Key/Council Decision) to agree that the decision cannot be deferred</p>	<p>Cllr M Smith -- agreed via email</p>	