



# Northumberland County Council

**Your ref:**

**Our ref:**

**Enquiries to:** Lesley Bennett

**Email:** Lesley.Bennett@northumberland.gov.uk

**Tel direct:** 01670 622613

**Date:** 12 May 2023

Dear Sir or Madam,

Your attendance is requested at a meeting of the **STAFF AND APPOINTMENTS COMMITTEE** to be held in **COUNCIL CHAMBER - COUNTY HALL** on **WEDNESDAY, 24 MAY 2023** at **10.00 AM**.

Yours faithfully

Dr Helen Paterson  
Chief Executive

**To Staff and Appointments Committee members as follows:-**

**G Sanderson (Chair), R Wearmouth (Vice-Chair), A Dale, S Dickinson, B Flux, I Hunter, M Purvis, E Simpson and J Watson**



**Dr Helen Paterson, Chief Executive**  
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# AGENDA

## PART I

It is expected that the matters included in this part of the agenda will be dealt with in public.

### 1. APOLOGIES FOR ABSENCE

### 2. MINUTES

(Pages 1  
- 4)

Minutes of the meeting of the Committee held on Tuesday, 25 April 2023, as circulated, to be confirmed as a true record and signed by the Chair.

### 3. DISCLOSURE OF MEMBERS' INTERESTS

Unless already entered in the Council's Register of Members' interests, members are required where a matter arises at a meeting;

- a) Which **directly relates to** Disclosable Pecuniary Interest ('DPI') as set out in Appendix B, Table 1 of the Code of Conduct, to disclose the interest, not participate in any discussion or vote and not to remain in room. Where members have a DPI or if the matter concerns an executive function and is being considered by a Cabinet Member with a DPI they must notify the Monitoring Officer and arrange for somebody else to deal with the matter.
- b) Which **directly relates to** the financial interest or well being of a Other Registrable Interest as set out in Appendix B, Table 2 of the Code of Conduct to disclose the interest and only speak on the matter if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain the room.
- c) Which **directly relates to** their financial interest or well-being (and is not DPI) or the financial well being of a relative or close associate, to declare the interest and members may only speak on the matter if members of the public are also allowed to speak. Otherwise, the member must not take part in discussion or vote on the matter and must leave the room.
- d) Which **affects** the financial well-being of the member, a relative or close associate or a body included under the Other Registrable Interests column in Table 2, to disclose the interest and apply the test set out at paragraph 9 of Appendix B before deciding whether they may remain in the meeting.
- e) Where Members have or a Cabinet Member has an Other Registerable Interest or Non Registerable Interest in a matter being considered in exercise of their executive function, they must notify the Monitoring Officer and arrange for somebody else to deal with it.

NB Any member needing clarification must contact [monitoringofficer@northumberland.gov.uk](mailto:monitoringofficer@northumberland.gov.uk). Members are referred to the Code of Conduct which contains the matters above in full. Please refer to the guidance on disclosures at the rear of this agenda letter.

## **REPORT OF THE CHIEF EXECUTIVE AND HEAD OF PAID SERVICE**

### **4. APPOINTMENT OF CHIEF OFFICERS AND DEPUTY CHIEF OFFICERS** (Pages 5 - 12)

1. The purpose of this report is to seek agreement to the proposed appointment of a number of named Chief and Deputy Chief Officers in roles which have been approved as part of the agreed senior management restructure.
2. The Committee will recall that at its meeting on 25 April 2023, arrangements for the filling these roles was agreed and that proposed postholders Chief and Deputy Chief Officer roles and roles attracting a salary of £100k or more and will be subject to the approval of StAC at a future meeting of this Committee.
3. This report also reminds the Committee of the requirements under the Officer Appointment Procedure Rules in relation to the appointment (or dismissal) of all Chief and Deputy Chief Officers. Accordingly, please note that all the appointments referred to in this report are subject to no substantial and well-founded objections being notified to the Leader of the Council, in accordance with Part 4.3 of the Constitution (Officer Appointment Procedure Rules).

### **5. URGENT BUSINESS (IF ANY)**

To consider such other urgent business as, in the opinion of the Chair, should, by reason of special circumstances, be considered as a matter of urgency.

### **6. DATE OF NEXT MEETING**

The next meeting is scheduled for Monday, 3 July 2023, at 10.00 am in the Council Chamber, County Hall, Morpeth.

**IF YOU HAVE AN INTEREST AT THIS MEETING, PLEASE:**

- Declare it and give details of its nature before the matter is discussed or as soon as it becomes apparent to you.
- Complete this sheet and pass it to the Democratic Services Officer.

<b>Name:</b>		<b>Date of meeting:</b>	
<b>Meeting:</b>			
<b>Item to which your interest relates:</b>			
<b>Nature of Interest i.e. either disclosable pecuniary interest (as defined by Table 1 of Appendix B to the Code of Conduct, Other Registerable Interest or Non-Registerable Interest (as defined by Appendix B to Code of Conduct) (please give details):</b>			
<b>Are you intending to withdraw from the meeting?</b>		Yes - <input type="checkbox"/>	No - <input type="checkbox"/>

## Registering Interests

Within 28 days of becoming a member or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the categories set out in **Table 1 (Disclosable Pecuniary Interests)** which are as described in "The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012". You should also register details of your other personal interests which fall within the categories set out in **Table 2 (Other Registerable Interests)**.

**"Disclosable Pecuniary Interest"** means an interest of yourself, or of your partner if you are aware of your partner's interest, within the descriptions set out in Table 1 below.

**"Partner"** means a spouse or civil partner, or a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners.

1. You must ensure that your register of interests is kept up-to-date and within 28 days of becoming aware of any new interest, or of any change to a registered interest, notify the Monitoring Officer.
2. A 'sensitive interest' is as an interest which, if disclosed, could lead to the councillor, or a person connected with the councillor, being subject to violence or intimidation.
3. Where you have a 'sensitive interest' you must notify the Monitoring Officer with the reasons why you believe it is a sensitive interest. If the Monitoring Officer agrees they will withhold the interest from the public register.

### Non participation in case of disclosable pecuniary interest

4. Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in **Table 1**, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest.

Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.

5. Where you have a disclosable pecuniary interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it.

### Disclosure of Other Registerable Interests

6. Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests (as set out in **Table 2**), you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

### Disclosure of Non-Registerable Interests

7. Where a matter arises at a meeting which **directly relates** to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in **Table 1**) or a financial interest or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.
8. Where a matter arises at a meeting which **affects** –
- a. your own financial interest or well-being;
  - b. a financial interest or well-being of a relative or close associate; or
  - c. a financial interest or wellbeing of a body included under Other Registrable Interests as set out in **Table 2** you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied
9. Where a matter (referred to in paragraph 8 above) **affects** the financial interest or well- being:
- a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
  - b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise, you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Where you have an Other Registerable Interest or Non-Registerable Interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it.

**Table 1: Disclosable Pecuniary Interests**

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

<b>Subject</b>	<b>Description</b>
<b>Employment, office, trade, profession or vocation</b>	Any employment, office, trade, profession or vocation carried on for profit or gain. [Any unpaid directorship.]
<b>Sponsorship</b>	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
<b>Contracts</b>	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council — a. under which goods or services are to be provided or works are to be executed; and b. which has not been fully discharged.
<b>Land and Property</b>	Any beneficial interest in land which is within the area of the council. ‘Land’ excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
<b>Licenses</b>	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer
<b>Corporate tenancies</b>	Any tenancy where (to the councillor’s knowledge)—

	<ul style="list-style-type: none"> <li>a. the landlord is the council; and</li> <li>b. the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.</li> </ul>
<b>Securities</b>	<p>Any beneficial interest in securities* of a body where—</p> <ul style="list-style-type: none"> <li>a. that body (to the councillor’s knowledge) has a place of business or land in the area of the council; and</li> <li>b. either— <ul style="list-style-type: none"> <li>i. the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or</li> <li>ii. if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners has a beneficial interest exceeds one hundredth of the total issued share capital of that class.</li> </ul> </li> </ul>

\* ‘director’ includes a member of the committee of management of an industrial and provident society.

\* ‘securities’ means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.



## NORTHUMBERLAND COUNTY COUNCIL

### STAFF AND APPOINTMENTS COMMITTEE

At a meeting of the **Staff and Appointments Committee** held in the Council Chamber, County Hall, Morpeth on Tuesday, 25 April 2023 at 11.30 am.

#### PRESENT

Councillor G. Sanderson  
(in the Chair)

#### MEMBERS

Dale, A.	Simpson, E.
Flux, B.	Watson, J.G.
Grimshaw, L. (Substitute)	Wearmouth, R.
Hunter, I.	

#### OFFICERS IN ATTENDANCE

Bennett, L.M.	Senior Democratic Services Officer
Binjal, S. (remote)	Interim Director of Governance and Monitoring Officer
Farrell, S.	Director of Workforce and Organisational Development
Paterson, H.	Chief Executive
Sample, C.	Lawyer
Willis, J. (remote)	Executive Director - Transformation and Resources

#### 68. APOLOGIES FOR ABSENCE

Apologies were received from Councillors S. Dickinson and M. Purvis.

#### 69. MINUTES

**RESOLVED** that the minutes of the meeting of the Committee held on 9 March 2023, as circulated, be confirmed as a true record and signed by the Chair.

#### 70. REPORT OF THE CHIEF EXECUTIVE AND HEAD OF PAID SERVICE

##### Senior Management Restructure Proposal

The report sought agreement to the final management restructure (tiers 3 and 4) across the Council consistent with the revised executive director structure

Ch.'s Initials.....

and taking account of representations made during the recent period of formal consultation with those affected managers.

The Chief Executive reported that a very thorough consultation process had taken place and there had been good engagement with officers concerned. Many positive comments had been received although some concerns had also been raised. With regard to affordability, it was envisaged that the cost of the proposal was largely neutral but was subject to the caveats outlined in the financial implications section of the report.

The following comments were made:-

- The area of tourism and special events would be subject to further consideration as to how to move forward, whilst being sensitive to those involved. This would take some time to work through. It was confirmed that it would be ensured that the Council's internal structure would blend with and be complementary to other partner organisations.
- The Corporate Plan was almost complete and would be shared with Group Leaders before it was presented to the Annual Meeting. All Members would have sight of the revised Corporate Plan before the Annual Meeting. Once agreed by Cabinet and at the Annual Meeting, officers would work towards delivering the outcomes and this would be woven into posts going forward.
- The Chief Executive had commenced an appraisal process for Senior Officers which would measure behaviour against the Council's stated Values. Regular supervision sessions would be used to discuss management team performance.
- Officer names would be put against posts in the new structure after all discussions were complete as it was important that this was done in the right way. As soon as this work was completed Members would be informed.
- It was acknowledged that, whilst Value for Money was important, there may be occasions when a salary of over £100,000 was required to attract the right candidate for a post.

**RESOLVED** that the Committee

- (1) approve the final adjusted management restructure (tiers 3 and 4) taking account of representations received during the formal consultation process as attached at Appendix 1.
- (2) approve the roles of Chief and Deputy Chief Officers with a salary or pay band range over £100k as set out in table 1 in the report.
- (3) note that the formal consultation process conducted in line with the Council's policy for the management of organisational change and that Trade Unions and those affected have been appropriately notified.

- (4) note that following approval by the Committee, the restructure be implemented as soon as practicable with further service alignment to be carried out in a manner consistent with the new structure.
- (5) note the details of all proposed candidates for Chief and Deputy Chief Officer roles and roles attracting a salary of £100k or more which will be subject to the approval of StAC at a future meeting of this Committee.

**71. REPORT OF THE CHIEF EXECUTIVE**

**Proposed Appointment Process – Chief Fire Officer (CFO)**

Members received a report setting out the proposed appointment process for the role of Chief Fire Officer (CFO) within Northumberland Fire & Rescue Service. The current postholder had notified the Chief Executive of their intention to retire in August 2023. The report set out the proposed process to appoint a permanent replacement.

In answer to a query, the Chief Executive reported that it was necessary to pay at the top of Band 17 to ensure a differential between that the post and the Deputy Fire Officer.

**RESOLVED** that

- (1) the remuneration for Chief Fire Officer (CF)) post at the top of Band 17 (£139,366) be approved.
- (2) the external advertisement of the post following approval at Staff & Appointments Committee for the period 26 April 2023 to 10 May 2023 be approved. Shortlisted candidates will be required to attend an Assessment Day at the end of May 2023. The assessment will include Psychometric Testing, staff panel comprising NRFS key employees, internal and external stakeholder Panel and a formal interview by a Panel comprising senior managers.

**CHAIR**.....

**DATE**.....

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## Northumberland County Council

### STAFF & APPOINTMENTS COMMITTEE

24 May 2023

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#### Appointment of Chief Officers and Deputy Chief Officers

Report of the Chief Executive and Head of Paid Service

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##### 1. Purpose of the Report

- 1.1 The purpose of this report is to seek agreement to the proposed appointment of a number of named Chief and Deputy Chief Officers in roles which have been approved as part of the agreed senior management restructure.
- 1.2 The Committee will recall that at its meeting on 25 April 2023, arrangements for the filling these roles was agreed and that proposed postholders Chief and Deputy Chief Officer roles and roles attracting a salary of £100k or more and will be subject to the approval of StAC at a future meeting of this Committee.
- 1.3 This report also reminds the Committee of the requirements under the Officer Appointment Procedure Rules in relation to the appointment (or dismissal) of all Chief and Deputy Chief Officers. Accordingly, please note that all the appointments referred to in this report are subject to no substantial and well-founded objections being notified to the Leader of the Council, in accordance with Part 4.3 of the Constitution (Officer Appointment Procedure Rules).

##### 2. Recommendations

2.1 To agree the following recommendations:

- 2.1.1 To accept the proposals of the Chief Executive in respect of the appointment of named individuals to the Chief and Deputy Chief Officer roles.

- 2.1.2 To agree that in the event that any objection is received from the Leader and/or Cabinet that the appointment in question be referred back to this Committee for urgent consideration.
- 2.1.3 To note that confirmation of appointments to individuals will then be made immediately and that the new management structure will go live on 1 June 2023

### **3. Links to Corporate Plan**

- 3.1 This report is relevant to all areas of the Corporate Plan as it relates to the senior management appointments in the organisation. This necessarily must be fit for purpose to deliver the Plan in an effective and efficient manner.
- 3.2 The Chief Executive continues to have direct oversight of all in scope appointments to ensure that the management population is best able to deliver the priorities of the administration. In parallel, this will enable enhanced coordination and integration through progressive service alignment whilst ensuring consistency and the application of good governance.

### **4. Process**

- 4.1 As the Committee will recall, following approval of the restructure in April, several Chief and Deputy Chief Officer roles (referenced in a table) then needed to be filled. The process adopted is contained within the Council's management of change policy which itself has been rigorously applied through the whole of the restructure activity since October 2022.
- 4.2 Most of the roles now under consideration are proposed to be filled by a "slot in" process. In line with the council's management of change policy, posts are identified as suitable for slotting in when the duties and responsibilities of the new role remain the same or are broadly similar to the old role.
- 4.3 It should be noted that 8 roles are to be advertised externally and internally in order to ensure that a competitive process is conducted and the best fit in terms of skills and experience for the Council is secured. It is anticipated that recruitment activity will be completed by the end of June with the balance of proposed appointments then being considered by this Committee in July.
- 4.4 Details of proposed slot-ins and appointments to in-scope roles is set out in table 1 below

**Table 1**

<b>Role in new structure</b>	<b>Designation</b>	<b>£100k+ salary</b>	<b>Agreed band</b>	<b>Proposed Appointee</b>
Director of Corporate Strategy and Communications	Chief Officer		16	Philip Hunter
Head of Communications and Engagement	Deputy Chief Officer		14	Vacant
Head of Policy and Performance	Deputy Chief Officer		14	Vacant
Head of Legal (Deputy MO)	Deputy Chief Officer		14	Vacant
Head of Member Services and Elections (Deputy MO)	Deputy Chief Officer		14	Vacant
Head of Internal Audit and Risk Management (Chief Internal Auditor)	Deputy Chief Officer		14	Kevin MacDonald
Head of HR	Deputy Chief Officer		14	Vacant
Head of OD and Culture	Deputy Chief Officer		14	Vacant
Chief Fire Officer / Director of Public Protection	Chief Officer	X	17	Paul Hedley
Deputy Chief Fire Officer	Deputy Chief Officer	X	17	Graeme Binning
Assistant Chief Fire Officer	Deputy Chief Officer		16	James McNeil
Head of Public Protection	Deputy Chief Officer		14	Vacant
Director of Economic Development and Growth	Deputy Chief Officer		16	Janice Rose
Director of Environment and Transport	Deputy Chief Officer	X	17	Paul Jones
Director of Housing and Planning (Chief Planning Officer)	Deputy Chief Officer	X	17	Rob Murfin
Director of Children's Social Care, Young People & Families	Deputy Chief Officer	X	17	Graham Reiter
Director of Education, SEND and Skills	Deputy Chief Officer	X	17	David Street
Director of Strategic Change	Deputy Chief Officer		16	Kelly Gardner
Director of Finance & Procurement (Deputy S151)	Deputy Chief Officer	X	17	Alison Elsdon
Director of Digital & IT	Deputy Chief Officer		16	Chris Thompson
Internal Change Consultant	Deputy Chief Officer		14	Lou Redpath
Director of Stronger Communities	Deputy Chief Officer		16	Nigel Walsh
Public Health Consultant	Deputy Chief Officer		14	Jon Lawler
Public Health Consultant	Deputy Chief Officer		NHS	Jim Brown
Public Health Consultant	Deputy Chief Officer		NHS	Pam Lee
Director of Assessments and Safeguarding	Deputy Chief Officer		16	Vacant
Director of Integrated Commissioning	Deputy Chief Officer		NHS	Rachel Mitcheson
Head of Systems, Performance and Finance	Deputy Chief Officer		14	Colin Dickson

## **Officer Employment Procedure Rules**

- 4.5 The appointment of Chief Officers and Deputy Chief Officers must be carried out in accordance with the Officer Employment Procedure Rules (see below). In addition, where the salary or pay band (range) is over £100k, approval of this Committee is required in line with the Council's pay policy.
- 4.6 Local Authorities (Standing Orders) (England) Regulations 2001 (as amended) requires that, where a Council is operating a Cabinet and Leader model of governance, before any offer of appointment is made to a Chief or Deputy Chief Officer, the Proper Officer designated for that purpose, notifies the Leader and every member of the Cabinet of the intention to make the appointment, the name, salary and other relevant particulars of the post, and allows the Leader and Cabinet an opportunity to make any substantial or well-founded objections to that appointment, before the appointment is made. These provisions apply irrespective of whether the appointment is made by the full Council, a committee, or by an officer of the Council delegated to do so. The provisions are broadly set out in Part 4.3 of the Northumberland County Council Constitution.
- 4.7 The Proper Officer designated for this purpose is the Chief Executive/Head of Paid Service. Accordingly, the Council's Chief Executive and Head of Paid Service will discharge the functions as required under the Officer Employment Procedure Rules.
- 4.8 The roles in scope taking account of the above are set out in table 1 (excluding those previously approved / in post).

## **5. Next Steps**

- 5.1 Following consideration and approval of the appointments by the Committee, the Chief Executive will notify the Leader and every member of the Cabinet of the intention to make the appointment, the name, salary and other relevant particulars of the post, and allows the Leader and Cabinet an opportunity to make any substantial or well-founded objections to that appointment, before the appointment is made.
- 5.2 If any objection is received from the Leader and/or Cabinet, then the matter will immediately be referred to this Committee for urgent consideration.
- 5.3 Assuming no objections are received, confirmation of appointments to individuals will then be made immediately and that the new management structure, in respect of these posts, will be effective from 1 June 2023.
- 5.4 In parallel, the balance of posts not filled will go out to open competition and be advertised internally and externally with the aim of all remaining appointments confirmed in July 2023.



## Implications

<b>Policy</b>	Oversight of HR policies and procedures
<b>Finance and value for money</b>	Permanent appointments to these roles is deemed to be appropriate and the cost of appointment will be met from within the Council's revenue budget.
<b>Legal</b>	<p>Under the Pay Policy Statement, the Council has delegated to StAC the function to appoint and approve any roles that attract a salary of £100k or more.</p> <p>Under the Local Authorities (Standing Orders) (England) Regulations 2001, where a Council operates a Leader and Cabinet model of governance, before any appointment is made to Chief or Deputy Chief Officer, the Proper Officer designated for that purpose notifies the Leader and every member of the Cabinet on the intention to make the appointment, the name, the salary and other relevant particulars of the post, allowing any well-founded objections, before an appointment is made.</p> <p>Chief Officer is defined in s43 of the Localism Act 2011 as follows:</p> <ul style="list-style-type: none"> <li>• The head of the authority's paid service</li> <li>• The monitoring officer</li> <li>• Any statutory chief officer:             <ol style="list-style-type: none"> <li>1. The person having responsibility, for all statutory purposes (inc. s151 of the Local Government Act 1972), for the administration of the authority's financial affairs.</li> <li>2. The Director of Children's Services appointed under s18 of the Children Act 2004.</li> <li>3. The Director of Adult Social Services appointed under section 6 (A1) of the Local Authority Social Services Act 1970 (as amended by the Children Act 2004).</li> <li>4. The Director of Public Health appointed under s73A (1) of the National Health Service Act 2006.</li> <li>5. The Director of Education appointed under s532 of the Education Act.</li> <li>6. The Chief Fire Officer of a fire brigade maintained under the Fire Services Act 1947 and appointed under regulations made under section 18(1)(a) of that Act.</li> </ol> </li> <li>• Any non-statutory officer:             <ol style="list-style-type: none"> <li>1. A person for whom the head of the authority's paid service is directly responsible.</li> <li>2. A person who in relation to most of their duties is required to report direct or is directly accountable to the head of paid service and any person who similarly is required to report direct or is directly accountable to the authority or its committees.</li> </ol> </li> </ul>

	<p>A Deputy Chief Officer is a person who, as respects all or most of the duties of their post, is required to report directly to one or more of the Chief Officers.</p> <p>StAC will also determine the terms and conditions relating the employees of the Council including the remuneration and terms of employment for the Head of Paid Service and Chief and Deputy Chief Officers.</p>
<b>Procurement</b>	Agreed via procurement process for independent recruitment consultant in respect of external advertising of relevant posts.
<b>Human Resources</b>	All processes referenced in this report will be made in line with appropriate employment policies and relevant legal advice has been sought as required.
<b>Property</b>	N/A
<b>Equalities</b> (Impact Assessment attached) Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	This process will be conducted in line with best practice in relation to promoting equality and diversity within the Council's employment processes.
<b>Risk Assessment</b>	Consistent approved Management Restructure with Corporate Governance Review
<b>Crime &amp; Disorder</b>	N/A
<b>Customer Consideration</b>	N/A
<b>Carbon reduction</b>	N/A
<b>Health and Wellbeing</b>	The recommendations will support the health and wellbeing of employees
<b>Wards</b>	Not related to any ward but cover the whole of Northumberland

## **Appendices**

### **Background papers:**

N/A

### **Linked Reports**

- 1) StAC report and Minutes – February 2023
- 2) StAC report and Minutes – April 2023

### **Report sign off.**

***Authors must ensure that officers and members have agreed the content of the report:***

	Full Name of Officer
Monitoring Officer / Interim Director of Governance	Suki Binjal
Executive Director of Transformation & Resources	Jan Willis
Chief Executive	Helen Paterson
Portfolio Holder(s)	StAC

**Authors and Contact Details**

*This report has been prepared by:  
Steve Crosland – HR Consultant*

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