



Northumberland County Council

Your ref:

Our ref:

Enquiries to: Lesley Bennett

Email: Lesley.Bennett@northumberland.gov.uk

Tel direct: 01670 622613

Date: 18 July 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, MORPETH** on **FRIDAY, 28 JULY 2023** at **10.30 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 Wednesday, 15 June 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. 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.

4. APPOINTMENT OF DEPUTY CHIEF OFFICERS - DIRECTOR OF ASSESSMENT AND SAFEGUARDING, DIRECTOR OF ECONOMIC GROWTH, HEAD OF HR, HEAD OF OD AND CULTURE, HEAD OF PUBLIC PROTECTION

(Pages 5
- 12)

To confirm and set out to Members the outcome of the selection processes and to seek approval for the appointment of the preferred candidates for the following roles:-

Director of Assessment and Safeguarding
Head of HR
Head of OD and Culture
Head of Public Protection
Director of Economic Growth

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 Wednesday, 30 August 2023, at 9.00 am in the Council Chamber, County Hall, Morpeth.

PART II

It is expected that matters included in this part of the Agenda will be dealt with in private. Reports referred to are enclosed for members and officers only, coloured pink and marked "Not for Publication".

7. EXCLUSION OF THE PRESS AND PUBLIC

The Committee is invited to consider passing the following resolution:

- (a) That under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the agenda as they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the 1972 Act, and
- (b) That the public interest in maintaining the exemption outweighs the public interest in disclosure for the following reasons:-

Agenda Item Paragraph of Part I of Schedule 12A

8 1 and 2
Information relating to any individual and
information which is likely to reveal the identity
of an individual

AND The public interest in maintaining the exemption
outweighs the interest in disclosure because

- 8. APPOINTMENT OF DEPUTY CHIEF OFFICERS - DIRECTOR OF ASSESSMENT AND SAFEGUARDING, DIRECTOR OF ECONOMIC GROWTH, HEAD OF HR, HEAD OF OD AND CULTURE, HEAD OF PUBLIC PROTECTION** (Pages 13 - 32)

To consider the attached Appendix 1 under Agenda item 5 in Part 1 of this agenda.

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.

Name:		Date of meeting:	
Meeting:			
Item to which your interest relates:			
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):			
Are you intending to withdraw from the meeting?		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](#).

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain. [Any unpaid directorship.]
Sponsorship	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.
Contracts	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.
Land and Property	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.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer
Corporate tenancies	Any tenancy where (to the councillor’s knowledge)—

	<ul style="list-style-type: none"> a. the landlord is the council; and 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.
Securities	<p>Any beneficial interest in securities* of a body where—</p> <ul style="list-style-type: none"> a. that body (to the councillor’s knowledge) has a place of business or land in the area of the council; and b. either— <ul style="list-style-type: none"> i. the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or 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.

* ‘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.

Table 2: Other Registrable Interests

You have a personal interest in any business of your authority where it relates to or is likely to affect:

- a. any body of which you are in general control or management and to which you are nominated or appointed by your authority
- b. any body
 - i. exercising functions of a public nature
 - ii. any body directed to charitable purposes or
 - iii. one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)

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 Thursday, 15 June 2023 at 11.00 am.

PRESENT

Councillor G. Sanderson
(in the Chair)

MEMBERS

Dale, A	Simpson, S.
Dickinson, S.	Watson, J.G
Flux, B.	Wearmouth, R
Hunter, I.	

OFFICERS IN ATTENDANCE

Binjal, S.	Interim Director of Governance and Monitoring Officer
Farrell, S.	Director of Workforce and Organisational Development
Greally, R.	Assistant Democratic Service Officer
Paterson, H.	Chief Executive and Head of Paid Services
Sample, C.	Lawyer

1. MEMBERSHIP

RESOLVED that membership be noted.

2. APOLOGIES

Apologies were received from Councillor Mark Purvis.

3. MINUTES

RESOLVED that the minutes of the meeting of the Committee held on 24 May 2023, as circulated, be confirmed as a true record and signed by the Chair.

Ch.'s Initials.....

4. REPORT OF THE CHIEF EXECUTIVE AND HEAD OF PAID SERVICE

Members received a report seeking agreement to the proposed appointment of the Chief Fire Officer and Director of Public Protection, Head of Legal Services and Head of Member Services and Election which had been approved as part of the agreed senior management restructure.

The Chief Executive and Head of Paid Services, Helen Paterson, introduced the report to committee. The report outlined the thorough process taken to appoint the candidates. The Chief Executive emphasised that the assessments for each post were appropriate and thorough. They thanked the current Chief Fire Officer for attending the assessments for that role as it helped them greatly.

All three appointees had undergone extensive assessment including lumina assessment to ensure that those appointed aligned with the values and behaviours embedded in the Council.

Members expressed that they were pleased with the appointments being proposed. There had been lots of engagement with Members and it was felt that the consultation process had been thorough. Members were pleased with the progress of appointments made in line with the Best Delivery programme. They were keen to get the values embedded as quickly as possible and they were confident the new appointments would assist with this.

At this point it was **RESOLVED**

- (1) That under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during the remainder of the discussion on this item as it involved the likely disclosure of exempt information as defined in Part I of Schedule 12A of the 1972 Act, and
- (2) That the public interest in maintaining the exemption outweighs the public interest in disclosure for the following reasons:-

Agenda Item	Paragraph of Part I of Schedule 12A
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9	1 and 2 Information relating to any individual and information which is likely to reveal the identity of an individual
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AND	The public interest in maintaining the exemption outweighs the interest in disclosure because disclosure would adversely affect the Authority's interests.
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Members then discussed the salary arrangement for the appointees. It was confirmed that the posts had gone through a job evaluation and the banding was appropriate to provide the necessary incentive to the candidates.

It was then **RESOLVED** to readmit the press and public to the meeting.

Councillor Sanderson moved the report's recommendations, which was seconded by Councillor Wearmouth.

RESOLVED that the following recommendations be agreed:

- (1) To accept the findings of the selection panels that the preferred candidate be appointed to the role of Chief Fire Officer and Director of Public Protection. Details are set out in the attached confidential appendix 1a.
- (2) To accept the findings of the selection panels that the preferred candidate be appointed to the role of Head of Legal Services. Details are set out in the attached confidential appendix 1b.
- (3) To accept the findings of the selection panels that the preferred candidate be appointed to the role of Head of Member Services and Elections. Details are set out in the attached confidential appendix 1c.
- (4) To agree that in the event that any objection is received from the Leader and/or Cabinet that the appointments in question be referred back to this Committee for urgent consideration.
- (5) To note that offers of employment will be subject to all necessary pre-employment checks.
- (6) To note that the effective date of commencement of employment is to be confirmed following all the necessary pre-employment checks.
- (7) To agree that the Chief Fire Officer and Director of Public Protection will align to the National Joint Council for Brigade Managers of Fire And Rescuer Services terms and conditions ('Gold Book') with remuneration aligning to NCC pay grade of Band 17, £139,366 SCP 73. This cost excludes employer's national insurance and employer's pension contributions.
- (8) To agree that the Head of Legal Services will align to National Joint Council for local government terms and conditions with remuneration at £79,240 (SCP 58) on NCC pay grade of Band 14, which ranges between a salary of £73,511 to £82,100.
- (9) To agree that the Head of Member Services and Elections will align to National Joint Council for local government terms and conditions with remuneration at £79,240 (SCP 58) on NCC pay grade of Band 14, which ranges between a salary of £73,511 to £82,100.

CHAIR.....

DATE.....

Ch.'s Initials.....

Staff and Appointments Committee, 15 June 2023

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Northumberland County Council

STAFF & APPOINTMENTS COMMITTEE

28 July 2023

Appointment of Deputy Chief Officers – Director of Assessment and Safeguarding, Director of Economic Growth, Head of HR, Head of OD and Culture, Head of Public Protection

Report of the Chief Executive and Head of Paid Service

1. Purpose of the Report

1.1 The purpose of this report is to confirm and set out to the Staff and Appointments Committee the outcome of selection processes and to seek approval for the appointment of the preferred candidates for the following roles:

- a) Director of Assessment and Safeguarding
- b) Head of HR
- c) Head of OD and Culture
- d) Head of Public Protection
- e) Director of Economic Growth

1.2 Attached to this report are confidential (part 2) exempt appendices setting out the applications of the preferred candidates.

1.3 The Committee will recall at its meeting on 25 April 2023, that the above vacant roles A-D resulted from the senior management review. The role of Director of Economic Growth (role E) became vacant as a result of the resignation of the current postholder.

1.4 This report also reminds the Committee of the requirements under the Officer Employment Procedure Rules in relation to the appointment (or dismissal) of all Chief and Deputy Chief Officers. Accordingly, please note that 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 Employment Procedure Rules).

2. Recommendations

To agree the following recommendations:

- 2.1 To accept the findings of the selection panel that the preferred candidate be appointed to the role of Director of Assessments and Safeguarding. Details are set out in the attached confidential appendix 1a.
- 2.2 To accept the findings of the selection panel that the preferred candidate be appointed to the role of Head of HR. Details are set out in the attached confidential appendix 1b.
- 2.3 To accept the findings of the selection panels that the preferred candidate be appointed to the role of Head of OD and Culture. Details are set out in the attached confidential appendix 1c.
- 2.4 To accept the findings of the selection panel that the preferred candidate be appointed to the role of Head of Public Protection. Details are set out in the attached confidential appendix 1d.
- 2.5 To accept the findings of the selection panel that the preferred candidate be appointed to the role of Director of Economic Growth. Details are set out in the attached confidential appendix 1e.
- 2.6 To agree that in the event that any objection is received from the Leader and/or Cabinet that the appointments in question be referred back to this Committee for urgent consideration.
- 2.7 To note that offers of employment will be subject to all necessary pre-employment checks.
- 2.8 To note that the effective date of commencement of employment is to be confirmed following all the necessary pre-employment checks.
- 2.9 To agree National Joint Council for local government salaries as follows:

Role	Band	Range	Salary
Director of Assessment and Safeguarding	16	£96,416 - £105,006	£96,416
Head of HR	14	£73,511 - £82,100	£79,240
Head of OD and Culture	14	£73,511 - £82,100	£79,240
Head of Public Protection	14	£73,511 - £82,100	£73,511
Director of Economic Growth	16	£96,416 - £105,006	£96,416

3. Process and Timeline

3.1 All vacancies at Head of Service level and above were shared with this committee on 25 April 2023 in the context of the senior management review report. The rate of recruitment to these roles has varied due to different processes being deployed dependent on the specific nature of the role.

3.2 The vacancy of Director of Economic Growth occurred subsequently to the report of 25 April and has been brought about by the resignation of Janice Rose.

3.3 The respective selection processes were as follows:

3.3.1 Director of Assessments and Safeguarding

Senior Adult Social Care managers are a known skills shortage area. The Executive Director of Adults, Ageing and Wellbeing concluded that there was a strong internal field and that there was little merit in advertising the role externally. Accordingly, this post was advertised internally, and a single candidate was shortlisted. A comprehensive selection process was undertaken involving Lumina psychometric assessment, presentation and formal interview with a panel comprising the Executive Director of Adults, Ageing and Wellbeing, the Executive Director of Children, Young People and Education, the Director of Integrated Commissioning and a Senior HR Manager.

3.3.2 Head of HR

This vacancy was advertised concurrently internally and externally with the assistance of a recruitment partner 'Sullivan Brown'. The vacancy attracted a great deal of interest and a number of strong candidates were longlisted. Longlisted candidates were invited to an informal discussion with the Director of Workforce and OD to understand their motivations for applying for the role and for assessment of their fit against Council's values. Four candidates were shortlisted for interview and were invited to complete a Lumina psychometric assessment.

A presentation and structured interview with a panel comprising the Director of Workforce and OD, the Executive Director of Adults, Ageing and Wellbeing and an external independent HR consultant took place on 21 June 2023. Based on performance at interview, the top two candidates were invited to attend a timed exercise on 7 July 2023.

3.3.3 Head of OD and Culture

This vacancy was advertised concurrently internally and externally with the assistance of a recruitment partner 'Sullivan Brown'. The vacancy attracted a great deal of interest and a number of strong candidates were longlisted. Longlisted candidates were invited to an informal discussion with the Director of Workforce and OD to understand their motivations for applying for the role and for assessment of their fit against Council's values. Five candidates were shortlisted for interview and were invited to complete a Lumina psychometric assessment.

A presentation and structured interview with a panel comprising the Director of Workforce and OD, the Director of Strategic Change and Service Improvement and an external independent HR consultant took place on 20 June 2023. Based on performance at interview, the top candidate was invited to attend an assessed discussion with members of the BEST programme delivery team on 6 July 2023.

3.3.4 Head of Public Protection

Under the agreed restructure the previous Head of Housing and Public Protection post was split into two separate positions - Head of Housing and Head of Public Protection. Discussions between the now retired Head of Housing and Public Protection and the Chief Fire Officer concluded that, as with the Head of Housing position, there were individuals within the service with the necessary skills, experience and expertise to be considered for progression and there was therefore no immediate merit in advertising externally. Accordingly, this post was advertised internally, and a single candidate was shortlisted. A comprehensive selection process was undertaken involving Lumina psychometric assessment, presentation and formal interview with a panel comprising the Deputy Chief Fire Officer, the Executive Director of Place and Regeneration and a Lead HR Adviser.

3.3.5 Director of Economic Growth

Senior regeneration specialists are a known skills shortage area. The Executive Director of Place and Regeneration concluded that there was a strong internal field and that there was little merit in advertising the role externally. Accordingly, this post was advertised internally, and a single candidate was shortlisted. A comprehensive selection process was undertaken involving Lumina psychometric assessment, presentation and formal interview with a panel comprising the Executive Director of Place and Regeneration, an elected member and portfolio holder, the outgoing postholder and an HR Manager.

4. The Preferred Candidates

4.1 In all cases, conclusions were reached following a thorough assessment of the candidates' skills, knowledge and experience. The processes also considered candidate fit against the Council's values and the Nolan Principles. The candidate application forms (confidential) are attached as appendices to this report (1a, 1b, 1c, 1d and 1e).

4.2 All candidates have been informed that they are the preferred candidates for the roles and have indicated acceptance of the conditional offer of appointment. The offers made subject to relevant pre-employment checks, the recommendation of this Committee and the Officer Employment Procedure Rules (as set out below).

5. Officer Employment Procedure Rules

5.1 The 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.

5.2 Accordingly, for these purposes, all of the aforementioned roles are deemed to be deputy chief officers.

5.3 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.

Implications

Policy	Oversight of HR policies and procedures
Finance and value for money	Permanent appointments to these roles are deemed to be appropriate and the cost of appointment will be met from within the Council's revenue budget.
Legal	<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">• The head of the authority's paid service• The monitoring officer• Any statutory chief officer:

	<ol style="list-style-type: none"> 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. 2. The Director of Children's Services appointed under s18 of the Children Act 2004. 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). 4. The Director of Public Health appointed under s73A (1) of the National Health Service Act 2006. 5. The Director of Education appointed under s532 of the Education Act. 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. <ul style="list-style-type: none"> • Any non-statutory officer: <ol style="list-style-type: none"> 1. A person for whom the head of the authority's paid service is directly responsible. 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. <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>
Procurement	Contracting of the recruitment partnering company mentioned at 3.3.2 and 3.3.3 was conducted in accordance with procurement guidelines
Human Resources	All processes referenced in this report will be made in line with appropriate employment policies and relevant legal advice has been sought as required.
Property	N/A
Equalities (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.

Risk Assessment	Consistent approved Management Restructure with Corporate Governance Review
Crime & Disorder	N/A
Customer Consideration	N/A
Carbon reduction	N/A
Health and Wellbeing	The recommendations will support the health and wellbeing of employees
Wards	Not related to any ward but cover the whole of Northumberland

Appendices

Confidential – CVs of preferred candidates

- 1a) Director of Assessment and Safeguarding
- 1b) Head of HR
- 1c) Head of OD and Culture
- 1d) Head of Public Protection
- 1e) Director of Economic Growth

Background papers:

N/A

Linked Reports

StAC report and minutes – 25 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	Stephen Gerard
Executive Director of Transformation & Resources	Jan Willis
Chief Executive	Helen Paterson

Authors and Contact Details

This report has been prepared by:
 Sarah Farrell – Director of Workforce and OD
 07770 971 861

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By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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