



Northumberland

County Council

STAFF & APPOINTMENTS COMMITTEE

DATE: 20TH DECEMBER 2022

Interim Management Arrangements – Service Director – Adults Assessment and Safeguarding

Report of: Interim Chief Executive

Purpose of report

This report sets out the interim management arrangements that have been put in place following a review of the pressure currently on the interim Director of Adult Social Services role having regard to the current structure and incumbents in post. This is in the context of the current restrictions on amending the structure permanently pending the outcome of the PENNA supported review of the top four tiers of management within the Council.

This report also reminds the Committee of the requirements to follow the Officer Employment Procedure Rules in relation to the appointment (or dismissal) of all Chief Officers and Deputy Chief Officers. Karen Martin has been asked to act up into the role of Interim Service Director – Adult Assessment and Safeguarding, pending the approval of this Committee.

If approved, it is proposed that the interim appointment remains in place until the new structure agreed by Executive Team and Penna towards the end of this calendar year is implemented and either this post (if it still exists in that structure) or any revised posts are permanently filled.

Recommendations

The Committee is recommended to:

1. Approve the interim arrangements as set out in this report.
2. Approve the interim appointment of Karen Martin as Interim Service Director – Adults Assessment and Safeguarding, subject to no substantial and well-founded objection being notified by the Leader of the Council, in accordance with Part 4.3 of the Constitution (Officer Employment Procedure Rules), for a period of 12 months

or until a permanent appointment is made to the role or any new post following the PENNA review and restructure.

Link to Corporate Plan

This report is relevant to all areas of the Corporate Plan as it relates to ensuring that the Council is compliant with the constitution and fulfilling its legal duties and requirements to ensure that there is an effective and fit for purpose staffing establishment.

Key issues and Background

Since the departure of the previous Executive Director of Adults and Children's Services in April 2022, the interim Director of Adult Social Services has been operating with at any point in time between 11-14 direct reports. Having regard to the level of strategic and operational responsibility on this post and individual, this position has become gradually untenable over that period. The situation is a legacy of the current structure whereby, back in late 2020, the direct reports were shared between 3 senior posts. In this interim period, they are all reporting directly to the single post pending further restructure.

The new position has been created to remove some of the pressure on the Director of Adult Social Services, remembering his substantive post of Service Director is currently vacant pending the PENNA review and restructure to be agreed with the Executive Team. It was felt that, having regard to operational need and demands, to fill this revised role above social work and care management functions and to move some direct reports under this new role was more sensible and achievable at speed than trying to find someone with the wider skills to fill the interim Director's substantive role.

With effect from 21st November 2022, Karen Martin has been acting up into the role of Service Director – Adults Assessment and Safeguarding pending approval from StAC. The Interim role is a Band 15 and the salary is £85,283. The role reports to a Chief Officer post, making this a Deputy Chief Officer role as defined by the Localism Act.

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, in the Officer Employment Procedure Rules. These rules apply whether the appointment is permanent or interim.

The interim appointment of Karen Martin has been approved by the Chief Executive, subject to approval by this committee. The recommendation is that this period of acting up

will be for a maximum of 12 months, or until a permanent appointment is made as part of the wider restructure, whichever comes first.

In the event that the Committee approves this recommendation, the Proper Officer, who is the Chief Executive, will give the necessary notice to the Leader and Cabinet and confirm whether any objections have been received within the relevant period. In the event that any objections are raised, the matter will be referred back to this Committee for further consideration.

Implications

Policy	An efficient, fit for purpose Executive Management structure is essential to fulfil the County Council's statutory functions and to discharge specific legal obligations set out under the Local Government and Housing Act and other relevant legislation.
Finance and value for money	Executive Management arrangements must be delivered within the agreed budget envelope set by full council as part of the annual budget setting process. These arrangements must deliver value for money, ensuring economic, efficient and effective arrangements are in place. It is not expected that the interim management arrangements will be at any additional costs to the council.
Legal	Legal responsibilities are set out within the main body of the report. The Officer Employment Procedure Rules are set out in part 4.3 of the Constitution. Chief Officer is defined in s43 of the Localism Act
Procurement	Not applicable
Human Resources	Relevant HR policies and employment legislation will be adhered to at all stages.
Property	Not applicable
Equalities (Impact Assessment attached) Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Not applicable
Risk Assessment	A risk assessment will be undertaken and regularly maintained.
Crime Disorder &	Not applicable.

Customer Consideration	Although not directly applicable, the interim executive structure must be capable of fulfilling our duties regarding service delivery to all of our residents.
Carbon reduction	Not applicable.
Health and Wellbeing	Not applicable
Wards	All wards

Report sign off.

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

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