



Report of the Chief Executive to the meeting of Appointment Panel (Director of West Yorkshire Fund) to be held on 12 May 2022

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Subject:

Appointment process to the position of Director of West Yorkshire Pension Fund.

Summary statement:

The Appointment Panel is asked to consider, in accordance with the Council's Officer Employment Procedure Rules, applications received for the advertised position of Director of West Yorkshire Pension, select a short list of qualified applicants and agree to assess and interview those included on the short list.

EQUALITY & DIVERSITY:

The appointment to the post will support a number of priority outcome areas in the Bradford Council Plan 2021 – 2025 and in particular the priority of 'An Enabling Council' and working towards making the Council a great place to work and reflects the communities we serve. In addition, it will support the Council Equality Objectives and Equality Plan around Leadership and Workforce Diversity.

Kersten England
Chief Executive

Portfolio:

Corporate

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Overview & Scrutiny Area:

Corporate

1. SUMMARY

- 1.1 On 7 February 2022 Staffing Committee agreed to appoint to the permanent position of Director of West Yorkshire Pension and delegated the responsibility to appoint to the position to an Appointment Panel.
- 1.2 On 5 April 2022 the Appointment Panel discussed the key elements of the recruitment process.

2. BACKGROUND

- 2.1. At the meeting of the Appointment Panel on 5 April 2022, the Panel were advised that, through a procurement process, the Chief Executive had appointed Proventure Consulting Ltd to assist in the appointment to the post of Director of West Yorkshire Pension.
- 2.2 In accordance with the Council's Officer Employment Procedure Rules the Appointment Panel needs to consider the applications received for the post, select a short list of qualified applicants and agree to assess and interview those included on the final short list. Appendix 1 shows the Job Profile and Personnel Specification for the post.

3. OTHER CONSIDERATIONS

- 3.1 At the meeting of the Appointment Panel on 5 April 2022 it was agreed to delegate to the Chief Executive in consultation with the chair of the Appointment Panel, the responsibility to liaise directly with the search and selection consultant (Proventure Consulting Ltd), stakeholder participants if involved and technical advisors to support and ensure an effective and efficient recruitment process.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 In accordance with Section 4 of the Council's Pay Policy Statement 2021/22 the post of Director of West Yorkshire Pension is subject to the terms and conditions of employment of the Joint Negotiating Committee (JNC) for Chief Officers as amended and supplemented by local agreements and decisions and is graded at Director 1 with a salary level of £141,962 rising to £148,830 being one of the grade ranges and salary levels within the Council's Pay Policy Statement. Other aspects of the remuneration for the post are set out in the Pay Policy Statement at Appendix 2.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 It is important that the Council has the right skills and knowledge within the Senior Management team of the Council.

6. LEGAL APPRAISAL

- 6.1 Section 112 of the Local Government Act 1972 allows the Council to appoint such Officers that it thinks necessary for the proper discharge by the Authority of its functions. Such officers shall hold office on such reasonable terms and conditions

as the Council thinks fit.

- 6.2 The Council is under a statutory duty to appoint on merit pursuant to section 7 of the Local Government and Housing Act 1989.
- 6.3 In accordance with the Article 4 of the Council's Constitution and the Council's last published Pay Policy Statement for the financial year 2022/23 Full Council must approve any proposed salary package of £100,000 pa or more before it is offered in respect of a new post not listed in Appendix B of the Council's Pay Policy Statement 2022/23 or if it is proposed to pay more than the top of the salary range for an existing post in Appendix B (excluding pay awards) unless paragraph 9 of the pay policy statement applies.

7. OTHER IMPLICATIONS

- 7.1 There are no sustainability, greenhouse gas emission impacts, community safety, Human Rights Act, Ward or Area Committee Action Plan, Corporate Parenting or Privacy Impact Assessment Implications.

8. TRADE UNION

The Trade Unions have been informed of the intention to appoint to the permanent position of Director of West Yorkshire Pension.

9. ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT

The organisation appointed will need to demonstrate compliance with data protection and information security as part of the procurement process.

10. NOT FOR PUBLICATION DOCUMENTS

- 10.1 The recruitment documentation to be considered by the Appointment Panel when short listing, assessing and interviewing for the post of Director of West Yorkshire Pension is 'Not for Publication' on the grounds that it contains both confidential information and exempt information within Paragraphs 1 (Information relating to an individual) and 2 (information identifying an individual) of Schedule 12A of the Local Government Act 1972 (as amended) and the public interest in applying this exemption outweighs the public interest in disclosing the information.

11. OPTIONS

- 11.1 That Members consider whether to agree to the recommendations or not.

12. RECOMMENDATIONS

- 12.1 That Members consider applications received and select a short list of qualified applicants and agree to assess and interview those included on the short list.
- 12.2 That Members consider progress made on the recruitment process so far and agree the final stage of the recruitment process including specific elements of the formal assessment, stakeholder panels and interview process including elements around timetabling and presentation/interview questions.

13. APPENDICES

Appendix 1: Director of West Yorkshire Pension Job Profile and Person Specification

Appendix 2: The Council's Pay Policy Statement 2022/23

14. BACKGROUND DOCUMENTS

None

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