

18 November 2015

Ordinary Council

Senior Officer Appointment

Report of: *Daniel Toohey – Head of Legal Services*

Wards Affected: *All Wards*

This report is: *Public*

1. Executive Summary

1.1 The Staff Appointments Committee met on 12 November 2015 to review the appointment of Philip Ruck as Interim Head of Paid Service as appointed at the 20 May 2015 Annual Council meeting.

1.2 The Committee resolved unanimously:

1. To recommend to Full Council the appointment of Philip Ruck as Head of Paid Service.
2. That Philip Ruck be paid a salary of £90,000 per annum plus £5,000 per annum performance related pay, such performance related pay to be subject to achievement of agreed objectives.
3. That the salary structure for the post of Head of Paid Service be moved from a fixed point salary scale to an incremental pay scale, such incremental scale to be reviewed and progressed by the Council's HR advisors. The pay scale to range from £90,000 to £99,000 per annum.

2. Recommendation(s)

Members are recommended to approve:

- 1. The appointment of Philip Ruck as Head of Paid Service.**
- 2. That Philip Ruck be paid a salary of £90,000 per annum plus £5,000 per annum performance related pay, such performance related pay to be subject to achievement of agreed objectives.**
- 3. That the salary structure for the post of Head of Paid Service be moved from a fixed point salary to an incremental pay scale, such incremental scale to be reviewed and progressed by the Council's HR advisors. The pay scale to range from £90,000 to £99,000 per annum.**

3. Introduction and Background

- 3.1 At the Annual Council meeting held on 20 May 2015, it was resolved unanimously:
1. To approve the designation of Mr Philip Ruck as the Head of the Paid Service with effect on and from 1 June 2015, which arrangements will be reviewed on a regular basis.
 2. That Mr Philip Ruck be delegated the powers of the post of Chief Executive as set out in the Constitution.
- 3.2 Mr Ruck having been in post for six months, a meeting of the Staff Appointments Committee was convened to consider the permanent appointment to the post, and the salary and grading structure for the role of Head of Paid Service.
- 3.3 Members discussed Mr Ruck's performance to date and were in unanimous agreement that the organization had progressed positively under his leadership.

4. Issue, Options and Analysis of Options

- 4.1 A proposal was made for a flexible pay scale being introduced for the Head of Paid Service in accordance with the Council's efficiency drive.

5. Reasons for Recommendation

- 5.1 The Staff Appointments Committee considered Mr Ruck's performance to date and were in agreement that the organization had progressed under his leadership.

6. Consultation

- 6.1 The Staff Appointments Committee was politically balanced. No further consultation was appropriate.

7. References to Corporate Plan

- 7.1 A Modern Council – A new way of working for the council, improving service delivery and reducing the 'back office' and unnecessary bureaucracy.

8. Implications

Financial Implications

Name & Title: Chris Leslie, Finance Director

Tel & Email: 01277 312 542 christopher.leslie@brentwood.gov.uk

- 8.1 The starting salary of £90,000, taken with a maximum bonus of £5,000, is a reduction of £10,000 from the previous Chief Executive's fixed salary of £105,000.

Legal Implications

Name & Title: Daniel Toohey, Head of Legal Services

Tel & Email: 01277 312 860 christopher.potter@brentwood.gov.uk

- 8.2 In accordance with the Local Government and Housing Act 1989 s4(1), the Council must designate one of its officers as the Head of Paid Service and provide that officer with such staff, accommodation and other resources as are, in his opinion, sufficient to allow his duties to be performed.

Other Implications (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

- 8.3 None.

9. Background Papers (include their location and identify whether any are exempt or protected by copyright)

- 9.1 None.

10. Appendices to this report

None.

Report Author Contact Details:

Name: Jean Sharp

Telephone: 01277 312655

E-mail: jean.sharp@brentwood.gov.uk