



**Report for: Chief Officers'
Employment Panel**

Date of Meeting:	4 January 2023
Subject:	Recruitment of the Director of Legal and Governance (Monitoring Officer)
Responsible Officer:	Alex Dewsnap – Managing Director (Head of Paid Service)
Exempt:	No
Wards affected:	All
Enclosures:	Appendix 1 – Role Profile for the Director of Legal and Governance (Monitoring Officer)

Section 1 – Summary and Recommendations

This report outlines the recruitment process for the Director of Legal and Governance (Monitoring Officer) position. The Panel is requested to approve the recruitment process and remuneration package for advertising.

Recommendations:

The Panel is requested to:

- Approve the appointment process for the Director of Legal and Governance (Monitoring Officer) post and the remuneration package of £132,168 - £145,575 (D3).

Section 2 – Report

Director of Legal and Governance (Monitoring Officer)

The Director of Legal and Governance (Monitoring Officer) post is a key role for the Council and holds significant responsibilities in how the Council manages and delivers services to residents. The previous permanent post holder retired and left the Council in April 2023. An interim arrangement was put in place to ensure the Council could fulfil its statutory responsibilities, allowing the Head of HB Public Law to act up in the post of Director of Legal and Governance and be designated Monitoring Officer until the permanent recruitment process is completed.

The proposal is to advertise the post on the London Borough of Harrow jobs page and associated job boards for three weeks in line with the Council's recruitment practices. Suitable candidates will be shortlisted by a panel chaired by the Managing Director (Head of Paid Service) and an external Technical Specialist who is a current Director of Legal and Governance post holder within London. The interview and decision to appoint will then be carried out by the Panel.

Legal Implications

The Chief Officers' Employment Panel has delegated powers to:

- Approve remuneration packages of £100,000 or over for any Council post; and
- To appoint Chief Officers.

Full Council is required to designate one of its officers as Monitoring Officer. As the Monitoring Officer role is an essential element of the Director of Legal and Governance post, full Council will need to designate the successful candidate to this role before the appointment can be confirmed.

As the Director of Legal and Governance is a chief officer post, an offer of employment can only be made once members of the Executive have been given 5 clear working days to express any material and well-founded objection.

The Panel is required to report back to the Council all approved remuneration packages of over £100k.

Financial Implications

The Director of Legal and Governance (Monitoring Officer) role is graded at D3, £132,168 - £145,575. The cost of this post, which is budgeted for, and part of the establishment, is £198,619 (including employers oncosts).

Risk Management Implications

Risks included on corporate or directorate risk register? **No**

Separate risk register in place? **No**

The relevant risks contained in the register are attached/summarised below. **n/a**

Equalities implications / Public Sector Equality Duty

Was an Equality Impact Assessment carried out? **No**

- One of the responsibilities of this postholder is to promote equality, diversity and inclusion and the reduction of inequalities, ensuring that everyone can contribute through everyday actions to deliver the required health and wellbeing outcomes.

Council Priorities

1. **A council that puts residents first**
2. **A borough that is clean and safe**
3. **A place where those in need are supported**

Section 3 – Statutory Officer Clearance

Statutory Officer: Sharon Daniels

Signed by the Chief Financial Officer

Date: 20/12/2023

Statutory Officer: Caroline Eccles

Signed on behalf of the Monitoring Officer

Date: 20/12/2023

Chief Officer: Alex Dewsnap

Signed by the Managing Director (Head of Paid Service)

Date: 20/12/2023

Mandatory Checks

Ward Councillors notified: NO, as it impacts on all Wards

Section 4 - Contact Details and Background Papers

Contact: Akhil Wilson, Head of Resourcing, Akhil.wilson@harrow.gov.uk

Background Papers: None

If appropriate, does the report include the following considerations?

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|-----------------|----|
| 1. Consultation | NO |
| 2. Priorities | NO |