

Extract from the minutes of the Joint Senior Staff Committee - 8 October 2021

JSnSC/012/21-22 Salary review and proposed recruitment process for the post of Head of Legal Services and Monitoring Officer

Before the Committee was a report from the Director for Digital, Sustainability and Resources as item 6.

The report provided the rationale for a review of the salary of the Head of Legal Services and Monitoring Officer role for Adur and Worthing Councils, required in advance of recruitment activities for this role.

The report also provided an overview of the recruitment and selection process for the new Head of Legal Services and Monitoring Officer role.

The Committee considered the timing of the salary review and recruitment process in light of the recruitment of the Chief Executive post and the need for their involvement in the process. The Committee noted that the Head of Legal Services and Monitoring Officer was a statutory post and there were associated risks with delaying an appointment. It was noted that the interim post holder was keen to retire but would be willing to stay on until the process of recruitment was concluded. Officers advised that it would be pragmatic for the Councils to be ready to move with an appointment but to not press go at this stage.

To alleviate concerns about timings, Councillor Jenkins proposed the following amendments to the recommendations:-

- 2.1 To add the following words at the end of recommendation 2.1.....
subject to the agreement with the Chief Executive;
- 2.2 That the recommendation of the evaluation panel be put forward to Full Councils for approval in December 2021 instead of October 2021; and
- 2.3 To add the following words at the end of recommendation 2.3.....
subject to the agreement with the Chief Executive;

The recommendations, as amended, were proposed by Councillor Kevin Jenkins,

seconded by Councillor Angus Dunn and unanimously supported by the Committee.

Resolved,

The Joint Senior Staff Committee

1. Agreed that the Head of Legal and Monitoring Officer role should be revaluated using the Councils' job evaluation process and delegated authority to the Director of Digital, Sustainability & Resources to accept the recommendations of the panel subject to the agreement with the Chief Executive.
2. Agreed that the recommendation of the job evaluation panel is put forward to Full Councils for approval in December 2021, with a maximum level of remuneration of £80,794.
3. Agreed to the proposed recruitment process for the Head of Legal Services and Monitoring Officer role subject to the agreement with the Chief Executive.