
Audit and Procurement Committee

23 March 2015

Name of Cabinet Member:

Cabinet Member Education, Cllr Kershaw

Director Approving Submission of the report:

Executive Director, Resources

Ward(s) affected: N/A

Title: Post of Director of Education, Libraries and Adult Education – salary approval

Is this a key decision?

NO

Executive Summary:

Under the provision of Statutory Guidance under S40 of the Localism Act 2011 this report seeks approval for the creation of and appointment to the post of Director of Education, Libraries and Adult Education. The Statutory Guidance requires approval from an appropriate body of elected Members for posts at above £100,000 per annum.

Recommendations:

To agree a salary range of £101,767 - £110,266 for the post of Director of Education, Libraries and Adult Education, which represents Director Grade 2 in the Council's existing grading structure.

List of Appendices included:

Appendix 1 – Business Case

Other useful background papers:

None

Has it been or will it be considered by Scrutiny?

No

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report title: **Director of Education, Libraries and Adult Education – salary approval**

1. Context (or background)

The post of Director of Education, Libraries and Adult Education is a new appointment. The Business Case at Appendix One identifies that this post should be graded at £101,767 – £110,266, which represents Director Grade 2 in the Council's existing grading structure.

Statutory Guidance under S40 of the Localism Act 2011 requires that appointment to any post over £100,000 per annum requires formal approval by Elected Members. In Coventry, this responsibility has been allocated to the Audit and Procurement Committee under its terms of reference.

2. Options considered and recommended proposal

- 2.1 Appendix 1 describes the process undertaken to establish the appropriate grade for this post.
- 2.2 Following a full recruitment exercise, a shortlist of candidates was interviewed by a full member selection panel on the 6 March 2015. A decision was made to appoint. The decision was made to appoint the successful candidate within the established grade range for the post at a salary of £110,266

3. Results of consultation undertaken

None

4. Timetable for implementing this decision

- 4.1 The successful candidate is required to provide 3 months notice to their existing employer and therefore the salary will be payable from their start date with Coventry which is to be finalised.

5. Comments from Executive Director, Resources

5.1 Financial implications

The salary fits within the established D2 grade range for this post. This new post is funded from existing resources which funded the previous role of Director of Education and Inclusion which was graded at AD1, a salary range of £92,271-£101,983. The difference between AD1 and D2 will be funded from the savings that will be delivered from the fundamental review of senior management posts within the People Directorate.

5.2 Legal implications

Salary forms part of the contract of employment.

6. Other implications

None

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

The Director of Education, Libraries and Adult Education has a key role in driving educational standards and promoting lifelong learning across the City, higher educational standards have a direct impact on the employment prospects of Coventry citizens.

The role will be central to the achievement of the Council's City Centre First strategy.

This post will also make a significant contribution to ensuring that children and young people are safe, they reach high levels of attainment and make a positive contribution to the city.

6.2 How is risk being managed?

None

6.3 What is the impact on the organisation?

This appointment will help strengthen the management structure to develop and deliver Education, Libraries and Adult Education in the City. The post will also have a key role in supporting and strengthening the leadership capacity particularly in relation to Children's Social Care.

6.4 Equalities / EIA

This appointment will help strengthen the management structure to develop Education, Libraries and Adult Education in the City.

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

The appointment to this post will have a positive impact on all communities and related partner organisations within the City in that it will have responsibilities in relation to Schools and educational standards and will also have direct responsibility for Libraries and Adult Education.

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Director of Education, Libraries and Adult Education
Appointment on salary above £100k - Business case

1. The role

The realignment of responsibilities within the people Directorate means this new role will be responsible for Education and Inclusion, Libraries and Adult Education. This is the first time in recent years that these services have been grouped together into a single portfolio.

The Director of Education, Libraries and Adult Education has a key role in driving educational standards and promoting lifelong learning across the City, and thereby the employment prospects of Coventry citizens.

The role will be central to the achievement of the Council's City Centre First strategy and supporting the development of communities.

This post will make a significant contribution to ensuring that children and young People are safe, reach high levels of attainment and make a positive contribution to the City.

2. Grade and salary

The post was subject to the normal HAY job evaluation scheme and job evaluation process for Chief Officer roles; the evaluation took place in October 2014.

The job evaluation process examined the level of responsibility along with the scale, breadth and impact of the role and resulted in the job being evaluated at Director 2 Grade. In accordance with the Council's current pay scales, the salary attached to Director Grade 2 is £101,767 - £110,266

The Director Grade 2 level has existed within the Council's HAY grading structure for a number of years.

The previous Director of Education and Libraries (which existed prior to the formation of the CLYP Directorate in 2007) was graded at Director Grade 2.

3. Additional Research

In October 2014 additional research was undertaken to ascertain the salary levels for similar roles elsewhere.

The research consisted of

- A study of local authority regionally comparable pay data (June 2014) through E. Pay check. This is a regional database of salaries maintained by the Local Government Association (LGA)
- A survey of similar jobs being advertised at the time

At the time, the research showed that although the content of portfolios varied, the mid-range salary levels for a Director with a portfolio including Education were between £100k – £107k

4. Rationale

The outcome of the job evaluation process has illustrated the significance of the role within the context of the Council's hierarchy, staffing and grading structure by setting it at Director Grade 2 level.

The mid-range Director salaries identified from the benchmarking coincide with the City Council's grade range at Director Grade 2 level.

The Council has high ambitions for children young people and communities within the City and in order to realise these ambitions experienced and effective leaders are required.

There is a highly competitive market and significant demand for people with the skills to undertake these highly visible and impactful roles.

A salary range of £101,767 - £110,266 is deemed therefore to be at the correct level. In order to secure the most appropriately experienced and skilled candidate for this role the salary offered to the individual concerned is £110,266.