

## Post of Head of Housing Services Sub-Committee

**Minutes** of a meeting of the **Post of Head of Housing Services Sub-Committee** held in the **Garden Room, Lewes House, 32 High Street, Lewes** on **Tuesday, 17 November 2009** at 1.00pm

### **Present:**

Councillor A C De Vecchi (Chair)

Councillors I A Nicholson and S Saunders.

### **Minutes**

### **Action**

#### **126 Minutes**

The Minutes of the meeting held on 14 October 2009 were approved as a correct record and signed by the Chair.

#### **127 Declarations of Interest**

Councillor Nicholson declared his personal, non-prejudicial interest in Agenda Item 5 (Head of Housing Services).

#### **128 Urgent Item**

The Chair advised that she had agreed, in accordance with Section 100B(4)(b) of the Local Government Act 1972, that Report No 227/09 entitled "Head of Housing Services" (Agenda Item No 5 refers), be considered as a matter of urgency in order that the Sub-Committee could take its decisions based on the most up to date information which was available.

#### **129 Exclusion of the Public and Press**

Resolved:

**129.1** That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the Public and Press be excluded from the

meeting during the discussion of Report No 227/09 entitled "Head of Housing Services", as there is likely to be a disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Part 1 of Schedule 12A of the Act.

### 130 Head of Housing Services

The Sub-Committee considered Report No 227/09 relating to the recruitment process in respect of the Head of Housing Services following the retirement of the current post-holder.

Tribal Resourcing had sent salary information in respect of housing posts to the Council, details of which were set out at Appendix A to the Report. The officers had viewed the internet in order to investigate staffing structures at some of the Councils to which that salary information related.

It was very difficult to compare like for like as some of those posts were in charge of Departments whilst some were second tier in directorates where the ultimate responsibility for the service rested with the Director. Still more were below second tier and some were not Chief Officer roles.

The proposals set out in the Report were based on positioning the job within the range of salaries which had been indicated by Tribal Resourcing and which were supported by the way that the Council's job evaluation scheme worked.

The Chief Executive drew councillors attention to the table set out in paragraph 1.6 of the Report and stated that the figure detailed at line 4 should have read "73,045".

#### Resolved:

- 130.1** That the salary level for the post of Head of Housing Services be set at 85% of that of a Director's salary, as detailed in Report No 227/09; CE
- 130.2** That advertisements for the post be placed in 'Inside Housing' and 'the Guardian' together with the 'micro-website' proposed by Tribal Resourcing; and CE
- 130.3** That the level of support for the recruitment from Tribal Resourcing be in accordance with the revised fee scale set out in Appendix E to the Report. CE

#### Reason for the Decisions:

To enable the recruitment process to go ahead within the proposed timetable.

*(Note: Councillor Nicholson stated that he had noted that Tribal Resourcing had been engaged as the consultancy to advise on the recruitment process. He explained that his daughter worked for that organisation but he had no knowledge of any involvement of his daughter in any aspects of work that might involve the Council.*

*The Chief Executive advised the Sub Committee that Tribal Resourcing had been selected to undertake the consultancy work in light of its wide expertise in the housing function in the public and private sector. Councillor Nicholson had not been involved in the selection process. The Chief Executive said that he had already checked the names of the housing team at Tribal Resourcing who would handle the work. In his view, Councillor Nicholson did not have a prejudicial interest in any aspect of the work that Tribal Resourcing would be asked to do for the Council. Councillor Nicholson therefore took part in the consideration, discussion and voting in respect of the Report).*

The meeting ended at 1.30 pm

A C De Vecchi  
Chair