

London Borough of Brent
Executive – 16th August 2004

Report by the Director of Human Resources & Diversity

Report Title: Establishment of New Post of Deputy Director of Human Resources & Diversity (Strategy and Planning)

FP Ref: HR-04/05-02

For Action

Name of Wards Affected
ALL

1.0 SUMMARY

1.1 This report outlines proposals to strengthen management arrangements within Human Resources and Diversity by creating a new post of Deputy Director and seeks the Executive's approval to the creation of the new post and to the Job Description and Person Specification.

2.0 RECOMMENDATIONS

2.1 The Executive approve the creation of the new post of Deputy Director – Strategy and Planning (HAY 3) and agree the Job Description and Person Specification for the post contained in the appendix to this report.

2.2 The Executive note that the appointment will be made by the Senior Appointments Sub-Committee.

3.0 FINANCIAL IMPLICATIONS

3.1 This is a permanent post which will be funded from within the current budget for Human Resources and Diversity. Part year costs for 2004/05 are likely to be in the region of £27,000, with full year costs for 2005/06 in the region of £107,909 including on costs.

4.0 LEGAL IMPLICATIONS

4.1 Under Standing Order 78(c) Deputy Director posts can only be created by the Executive.

4.2 Under Standing Order 78(f) the appointment must be made by the Senior Staff Appointments Committee.

5.0 STAFFING IMPLICATIONS

5.1 This is a newly established post.

6.0 DIVERSITY IMPLICATIONS

- 6.1 The Council is currently under-represented at senior management level in terms of ethnicity, gender and disability and applications will be encouraged from suitably qualified women, people with an ethnic minority background and from people with disabilities.

7.0 DETAIL

- 7.1 Work was undertaken in the department in relation to the Best Value review of People Management and Organisational Development and a friendly audit was carried out by the Audit Commission during 2003. The results of these pieces of work highlighted a number of areas of concern for the council particularly in relation to HR strategy and planning, policy review and development, workforce development and planning, marketing and communications and business and financial planning. Additionally, this has highlighted a particular need for a role which takes the lead on change management and organisational development for the council and more specifically on the Improving Brent programme.
- 7.2 In order to address the concerns which have been raised a restructure of HR and Diversity will take place later in the year. This post is the first step in that process and is intended to ensure that there is sufficient management and leadership expertise within the function to move the service forward.
- 7.3 It is proposed that a new post of Deputy Director – Strategy and Planning is created. The job description and person specification for the post are contained within the appendix of this report. The agreement of the Executive is required to the creation of this post under Standing Order 78 of the Constitution. The Executive are asked therefore to approve this and to note that the post has been evaluated at HAY 3 of the council's grading structure (£96,562 - £119,255 including on costs).

8.0 Background Information

Any person requiring further information should contact: Val Jones (Director of Human Resources & Diversity), Brent Town Hall, Forty Lane, Wembley, Middlesex, HA9 9HD

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