

**Manchester City Council  
Report for Resolution**

**Report to:** Personnel Committee – 5 June 2024

**Subject:** Recruitment to posts: Director of Housing and Strategic Director Children’s & Education Services

**Report of:** Director of Human Resources, Organisation Development & Transformation

---

**Summary**

This report provides details on two senior leadership roles that are vacant and outlines the arrangements to fill these positions.

**Recommendations:**

The Committee is requested to:

- (1) Establish, and determine the membership of a sub-committee of Personnel Committee to act as an appointment panel for the purposes of recruiting and appointing a Strategic Director Children’s and Education Services.
  - (2) Endorse the outlined approach to the recruitment of Strategic Director Children’s and Education Services and Director of Housing.
  - (3) Endorse the recruitment to the role of Director of Housing at its current substantive grading level of SS4 (£105,566 to £116,346) with, subject to Council approval, the optional inclusion of a market rate supplement up to a fixed maximum of £5,000 to be applied at the discretion of the Director of Human Resources, Organisational Development and Transformation.
  - (4) Recommend that the Council agree that a £5,000 market rate supplement may be applied, at the discretion of the Director of Human Resources, Organisational Development and Transformation, in respect of the recruitment to the Director of Housing role.
- 

**Wards affected:** All

<b>Environmental Impact Assessment</b> - the impact of the issues addressed in this report on achieving the zero-carbon target for the city	By enabling the Deputy Chief Executive to take up role he can take on strategic leadership of our net zero ambitions.
<b>Equality, Diversity and Inclusion</b> - the impact of the issues addressed in this report in meeting our Public Sector Equality Duty and broader equality commitments.	By enabling the Deputy Chief Executive to take up role he support the organisations strategic leadership of Equality, Diversity and Inclusion.

Our Manchester Strategy outcomes	Summary of how this report aligns to the OMS
A thriving and sustainable city: supporting a diverse and distinctive economy that creates jobs and opportunities	The effective use of staffing resources underpins the Council's activities in support of its strategic priorities as set out in the Corporate Plan which is underpinned by the Our Manchester Strategy. Providing the leadership and focus for the future.
A highly skilled city: world class and home grown talent sustaining the city's economic success	
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	
A liveable and low carbon city: a destination of choice to live, visit, work	
A connected city: world class infrastructure and connectivity to drive growth	

**Financial Consequences – Revenue** – There is existing budget provision for the roles referenced in this report.

**Financial Consequences – Capital** - There are no capital implications arising from the proposals within this report.

**Contact Officers:**

Name: Mark Bennett  
Position: Director of Human Resources, Organisational Development and Transformation  
E-mail: mark.bennett@manchester.gov.uk

**Background reports and policies (available for public inspection)**

Draft Pay Policy Statement 2024/25 – Personnel Committee 14<sup>th</sup> February 2024.

## **1. Background**

- 1.1 Following an external recruitment process, Paul Marshall has been appointed as Deputy Chief Executive. Paul held the position of Strategic Director Children's and Education Services and the statutory responsibility of Director of Children's Services as defined by Section 18 of the Children Act 2004.
- 1.2 To allow Paul to take up the role of Deputy Chief Executive an Acting Strategic Director Children's and Education Services (and statutory Director of Children's Services) has been appointed for a period of approximately six months pending the role being recruited to permanently.
- 1.3 Dave Ashmore left his role of Director of Housing in April 2024. Acting up arrangements have been made from within the service for a period of approximately six months pending the role being recruited to permanently.
- 1.4 These are two key leadership roles in our senior management structure and this report sets out the approach to permanently filling these existing positions in our structure.
- 1.5 The details of both roles are contained within the Manchester City Council Pay policy approved by the Council at its meeting on 20 March 2024.

## **2.0 Proposals**

### Strategic Director of Children's and Education Services

- 2.1 Some minor changes have been made to update the role profile, but the main responsibilities of the position have not changed and the job evaluation for the position confirms its grade at SS5 with a salary range of £135,976 to £155,898, with a pay award pending from April 2024.
- 2.2 This position is a statutory Chief Officer role and holds the statutory responsibility of Director of Children's Services as defined by Section 18 of the Children Act 2004. The appointment of a Statutory Chief Officer is made by Personnel Committee or sub-committee thereof, and it is recommended that a sub-committee of the committee act as appointment panel. The panel must include the Lead Member for Children's Services and be politically balanced. It is advised that the Chief Executive is included in the appointment process as line manager of the appointed person, although any appointment decision will be solely a matter for the panel.
- 2.3 Consideration should be given to the best way to advertise this opportunity. For some other senior roles the Council has used support from a specialist external recruitment consultant. In this instance it is felt that may not be needed, as if it is advertised in the right places this role will attract local, regional, and national interest from prospective candidates. However, this is ultimately a decision for the appointment panel.

## Director of Housing

- 2.4 Some minor changes have been made to the role profile since it was last recruited to in October 2021, but the main responsibilities of the position have not changed and the job evaluation for the position confirms its grade at SS4 with a salary range of £105,566 to £116,346 with a pay award pending from April 2024.
- 2.5 There has been some pay benchmarking of comparable Director of Housing roles (Annex A). This information highlights that we might not be able to offer a competitive salary for the role. In this instance it may be necessary to consider offering a market rate supplement of up to £5000, in line with existing policy. This would only be applied at the discretion of the Director of Human Resources, Organisational Development and Transformation (in discussion with the CEX) based on the calibre of the candidate selected by the appointment panel.
- 2.6 This position is a Deputy Chief Officer role and it is for the relevant Chief Officer (the Strategic Director Neighbourhood Services) to determine whether the appointment should be made by an officer in consultation with an all officer panel or an officer in consultation with a mixed panel of officers and members.
- 2.7 Both positions will be appointed in accordance with the Officer Employment Procedure Rules as set out in the Council's constitution.
- 2.8 Although the substantive grades for both posts are unchanged and being above £100,000 per annum, will have already been subject to full Council approval, the application of a discretionary £5,000 market rate supplement to the Director of Housing role will need to be approved by full Council.

## **3. Recommendations**

- 3.1 The recommendations are set out at the beginning of this report.

## Annex A

### Salary benchmarking information

- Newcastle City Council – Director of Housing and Communities – February 2024 - £128,086 - £143,910
- Birmingham Council – Director Housing Solutions – to £165,000
- Liverpool Council – Director of Housing - February 2024 - £99,412 - £116,955
- Reading Council - Assistant Director: Housing & Communities – February 2024 – Up to £111,000
- LB Westminster - Director of Property: £137,000
- LB Brent - Operational Director Property and Assets - £123,000
- LB Hillingdon – Director of Housing - £117,000
- LB of Waltham Forest - Director of Housing Options and Support – November 2023 - £104,821 - £116,506
- LB Brent – Head of Housing Needs - £105,000
- LB Havering - Assistant Director of Housing Operations - £104,000
- Babergh and Mid Suffolk District Councils - Corporate Manager Housing Solutions - £98,000
- Great Yarmouth BC – Exec Director of Housing and Property - £98,000
- Stoke on Trent City Council – Assistant Director Housing Management - £103,000
- Basildon Council - Strategic Director Housing - £139,000
- Tower Hamlets – Corporate Director Housing & Regeneration - £158,000