



## Director for Place and Prosperity Recruitment

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<b>Chief Officer Responsible:</b>	<b>Edd de Coverly</b> , Chief Executive 01664 502536 edecoverly@melton.gov.uk
<b>Lead Member/Relevant Portfolio Holder</b>	<b>N/A</b>

<b>Corporate Priority:</b>	All
<b>Relevant Ward Member(s):</b>	N/A
<b>Date of consultation with Ward Member(s):</b>	N/A
<b>Exempt Information:</b>	Yes - Appendix A is exempt by virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A of the Local Government Act 1972.

### 1 Summary

- 1.1 The post of Director for Growth and Regeneration became vacant in July 2024 following the resignation of the postholder. A review of the function of the role was undertaken, checking it supported the delivery of the new Corporate Strategy which was launched in April 2024. This resulted in some amendments to the job description and a change in post title to Director for Place and Prosperity.
- 1.2 The Employment Committee have overseen the various stages of the recruitment process thus far, and are now required to undertake the final interview in order to confirm the successful candidate for the Director for Place and Prosperity position.
- 1.3 Following the conclusion of the final interview to be conducted by the Employment Committee, it is anticipated that a candidate will be chosen as the preferred candidate and the Employment Committee will be in a position to make an offer of appointment.

### 2 Recommendations

**That following the selection process and final interview, the Employment Committee:**

- |     |   |
|-----|---|
| 2.1 | <b>Agree a successful candidate to make an offer of appointment to the post of Director for Place and Prosperity.</b>   |
| 2.2 | <b>Delegate authority to the Chief Executive, in consultation with the Assistant Director for Organisational Development, to agree the final offer of employment to include salary and start date with the successful candidate as agreed in 2.1 above.</b> |

### **3 Reason for Recommendations**

- 3.1 To complete the next stage of the appointment process for the vacant post of Director for Place and Prosperity. The post is a permanent role on the approved and budgeted establishment. There are no further policy or corporate implications from this report

### **4 Background**

- 4.1 The Director for Place and Prosperity was advertised week commencing 22 July 2024 with a closing date of 1 September 2024, taking into consideration the summer break. Recruitment Specialists, Starfish, were appointed to support the recruitment process for this post.
- 4.2 Following an initial sift of the applications by Starfish, members of the Employment Committee were invited to consider and agree the longlist for the post at a meeting held on 12 September 2024.
- 4.3 The nine longlisted candidates were then invited for a technical assessment, with both the Recruitment Consultant, and Interim Director, week commencing 16 September 2024. Members considered the feedback from the technical interviews on 24 September and agreed a short list of five candidates to take forward to a two day assessment centre.
- 4.4 Approval of the final schedule for the assessment centre and interview questions were agreed by the Chief Executive in consultation with members of the Employment Committee, the Consultant and the Senior HR Officer.
- 4.5 The Employment Committee will be provided with feedback from the first day of the assessment centre, references and psychometric testing prior to commencing the final panel interviews.

### **5 Main Considerations**

- 5.1 The Director for Place and Prosperity is a Chief Officer role and a member of the Senior Leadership Team, providing positive leadership and supporting the effective corporate governance, culture and delivery of the Council. The post holder will be expected to work closely with Elected Members and lead a range of place shaping services and ensure they align with the Council's vision and objectives.
- 5.2 The role will develop and deliver major place, housing and regeneration projects that support the priorities within the Council's Corporate Strategy, Asset Management Plan, and Asset Development Programme.
- 5.3 This is a Chief Officer post and therefore required to be appointed to by the Employment Committee. The initial steps of this process have concluded as set out in Section 4 (Background) above. The final interview stage now needs to be conducted by the Employment Committee in accordance with the Officer Employment Procedure Rules and the Employment Committee Functions and Procedure Rules.

- 5.4 In accordance with legislation and the Officer Employment Procedure Rules, an offer of employment to a Chief Officer must not be made until all members of the Cabinet have been notified of the person to whom the appointer wishes to make the offer and the period within which any objection is to be made has passed; confirmation is received that no objection is to be made; or the objection(s) are unfounded. (See Legal and Governance Implications below for full provision).

## **6 Options Considered**

- 6.1 Not to appoint to the post. The post will remain vacant and impede the council's ability to meet its strategic aspirations including the delivery and development of major projects. The role covers planning, asset management, economic development, sustainable growth and environmental health, and it also leads the Council's place partnerships and the climate change agenda. This option is not recommended.

## **7 Consultation**

- 7.1 The selection process for the Director role has included feedback from the recruitment consultants engaged to support the process, as well as feedback gained from other stakeholders throughout the assessment process.

## **8 Next Steps – Implementation and Communication**

- 8.1 Following confirmation of the successful candidate an offer will be made subject to the Council's terms and conditions of employment, start date and salary. The new Director would take up their post after any required notice period is served.

## **9 Financial Implications**

- 9.1 The costs of the recruitment have been met within existing budgets and the salary costs associated with the role are contained within the Council's approved establishment. There are no additional financial costs as a result of this report.

**Financial Implications reviewed by: Assistant Director for Resources – 01/10/24**

## **10 Legal and Governance Implications**

- 10.1 This appointment will strengthen the Council's Senior Leadership Team by providing resilience, and support to the Chief Executive.
- 10.2 In accordance with the Local Government Act 1972, s.112, a local authority shall appoint such officers as they think necessary for the proper discharge by the authority of such of their or another authority's functions as fall to be discharged by them.
- 10.3 The appointment of staff is a Council function and Chief Officer appointments have been delegated to the Employment Committee. The Director for Place and Prosperity is a Chief Officer position.
- 10.4 In accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 an offer of an appointment for a Chief Officer must not be made by the Employment Committee until:
- 10.4.1 The Committee has notified the Chief Executive [the "proper officer"] of the name of the person to whom it wishes to make the offer and any other particulars which it considers are relevant to the appointment;
- 10.4.2 The proper officer has notified every Member of the executive of –

- a) the name of the person to whom the Committee wishes to make the offer;
- b) any other particulars relevant to the appointment which the Committee has notified to the proper officer; and
- c) the period within which any objection to the making of the offer is to be made by the Leader, on behalf of the executive to the proper officer

and either

- i) the Leader has, within the period specified in the notice notified the Committee that neither he nor any other Member of the Cabinet has any objection to the making of the offer;
- ii) the proper officer has notified the Committee that no objection was received by them within that period from the Leader; or
- iii) the Committee is satisfied that any objection received from the Leader within that period is not material, or is not well-founded.

10.5 The Employment Committee Functions and Procedure Rules delegates authority to the Chief Executive as Head of Paid Service to approve terms and conditions including pay for Chief Officers. Additionally, the second recommendation of this report delegates authority to the Chief Executive in consultation with the Assistant Director for Organisational Development to finalise any offer of employment to include start date and salary.

**Legal Implications reviewed by: Deputy Monitoring Officer**

## **11 Equality and Safeguarding Implications**

11.1 There are no direct safeguarding implications associated with the new appointment. Equalities matters will be dealt with by the consultants through the recruitment procedure and the Assistant Director for Organisation Development as necessary.

## **12 Data Protection Implications**

12.1 All data and information will be handled in line with the council's privacy notice. Personal sensitive information has been collected during the process which includes CV's. This information will only be retained for the period stated in the Councils Retention Policy

## **13 Community Safety Implications**

13.1 There are no direct community safety implications though the selection process for the director role.

## **14 Environmental and Climate Change Implications**

14.1 There are no direct environmental and climate change implications though the selection process for the director role however the successful appointment will increase the council's capability to support environmental matters and climate change.

## **15 Other Implications (where significant)**

15.1 Considered within the body of the report

## **16 Risk & Mitigation**

Risk No	Risk Description	Likelihood	Impact	Risk
1	Failure to appoint to the post	Very Low	Critical	Medium Risk

		Impact / Consequences			
		Negligible	Marginal	Critical	Catastrophic
Likelihood	Score/ definition	1	2	3	4
	6 Very High				
	5 High				
	4 Significant				
	3 Low				
	2 Very Low			1	
	1 Almost impossible				

## 17 Background Papers

17.1 None

## 18 Appendices

18.1 EXEMPT – Appendix A – CV's for final shortlisted candidates to be interviewed