

REPORT TO:	COUNCIL	AGENDA ITEM: 8
DATE OF MEETING:	15 SEPTEMBER 2022	CATEGORY: DELEGATED
REPORT FROM:	CHIEF EXECUTIVE	OPEN
MEMBERS' CONTACT POINT:	FRANK MCARDLE ext. 5700 Frank.mcardle@southderbyshire.gov.uk	DOC:
SUBJECT:	APPOINTMENT OF A RECRUITMENT AND SELECTION PANEL	
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: FM05

1.0 Recommendations

- 1.1 That the appointment and recruitment into the post of Strategic Director (Service Delivery) (SM03) is delegated to a panel of five (5) Members from the Finance and Management Committee along with the Chair or Vice Chair of Housing and Community Services and Environmental and Development Services Committee making a total of seven (7) panel members in accordance with the Appointment Procedure for the Chief Executives and Directors.
- 1.2 That the nominations for the Panel reflects the current political balance of the Council.
- 1.3 Final arrangements regarding the selection procedure to be followed, including timescales, along with determining the selection process for the final appointment, will be agreed between the Chief Executive and Elected Members of the Panel.

2.0 Purpose of the Report

- 2.1 To appoint a Recruitment and Selection Panel to complete the recruitment in to the post of Strategic Director (Service Delivery) (SM03).
- 2.2 That the recruitment is completed in accordance with the Appointment Procedure for the Chief Executive and Directors.

3.0 Detail

Appointment of a Recruitment and Selection Panel

- 3.1 As this is a senior appointment it will require Council to appoint a Panel of Elected Members to complete the recruitment in line with the Appointment Procedure for Chief Executive and Directors. This Panel should consist of five (5) members chosen from the Finance and Management Committee together with the Chair or Vice Chair of the employing Committee.
- 3.2 The Strategic Director (Service Delivery) manages services that report in to two service Committee's namely Housing and Community Services and Environmental and Development Services Committee. This will increase the members of the panel to seven (7) with the addition of the Chair or Vice Chairs from these Committees.
- 3.3 Once appointed, this Panel will then have delegated authority from the Finance and Management Committee to:
- Complete the appointment into the post of Strategic Director (Service Delivery)
 - Agree the recruitment and selection procedure, including the use of selection criteria, shortlisting candidates and assessment methods.
- 3.4 In line with the Appointment Procedure for Chief Executive and Directors, this report is requesting approval for the following;
- To fill the vacant post (this was approved by Finance and Management Committee at its meeting held on 21 July 2022).
 - To agree that an external recruitment process is commenced (this was approved by Finance and Management Committee at its meeting held on 21 July 2022).
 - To agree that the Panel will meet and agree the;
 - Procedure for shortlisting candidates
 - The selection procedure, criteria and methods of assessment
 - Procedure for making an appointment
 - Agreeing the convention for making an appointment. This would normally be a majority vote of the members of the Panel. Officers attend in an advisory capacity only
- 3.5 When appointing in to the post of Strategic Director (Service Delivery), other members of the Finance and Management Committee will be informed when the shortlisting of candidates has been completed and provided with an opportunity to view all shortlisted applications.
- 3.6 Before any appointment is confirmed, the Chief Executive will notify all Members of the Finance and Management Committee of the decision taken. Members of this Committee will be given a maximum of three (3) working days in which to raise any objections to the decision taken.

Support for the recruitment process

- 3.7 To support the recruitment in to the post of Strategic Director (Service Delivery) (SM03), it was approved by the Finance and Management Committee on 21 July 2022 that an external partner is appointed.

4.0 Financial Implications

- 4.1 There are no proposed changes to the grade for the post of Strategic Director (Service Delivery) (SM03) so the salary budget is unaffected.
- 4.2 The cost of appointing an external recruitment partner is estimated to be around £15,000 and subject to the support that is required by the Council. This can be met from existing budgets including salary savings from the vacant post.

5.0 Corporate Implications

Employment Implications

- 5.1 There are no changes proposed to the existing terms and conditions of employment and duties of the post.
- 5.2 The recruitment is to be completed in line with the Appointment Procedure for Chief Executive and Directors which will provide a robust framework for the appointment to be completed in a fair and transparent manner.

Legal Implications

- 5.3 None directly arising from the report.

Corporate Plan Implications

- 5.4 The appointment in to this post provides the strategic leadership resilience and resources to lead the delivery of services to achieve the Council's Corporate Plan. In particular this post will provide corporate leadership around;
- Driving the achievement of the Council's Environmental commitments including being carbon neutral by 2030.
 - Representing the Council on the South Derbyshire Partnership to improve the economic, social and environmental wellbeing of the District, concentrating on the issues local people have said are important for a better South Derbyshire.
 - Developing housing solutions across the District including the regeneration and redevelopment of Council housing sites, investment in Council homes, working with partners to increase social housing provision and maximising the resources provided by the Better Care Fund to enable people to live independently.

Risk Impact

- 5.5 None directly arising from the report.

6.0 Community Impact

Consultation

6.1 None directly arising from the report.

Equality and Diversity Impact

6.2 None directly arising from the report.

Social Value Impact

6.3 None directly arising from the report.

Environmental Sustainability

6.4 None directly arising from the report.

7.0 Background Papers

Appointment Procedure for the Chief Executives and Directors
Report to Finance and Management Committee – 21 July 2022