

Appointments Committee

Agenda

Date:	Monday 19th May 2025
Time:	10.30 am
Venue:	The Capesthorne Room - Town Hall, Macclesfield SK10 1EA

The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the top of each report.

It should be noted that Part 1 items of Cheshire East Council decision making meetings are audio recorded, and the recordings will be uploaded to the Council's website.

PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary interests, other registerable interests, and non-registerable interests in any item on the agenda.

3. **Public Speaking Time/Open Session**

In accordance with the Council's Committee Procedure Rules and Appendix on Public Speaking a total period of 15 minutes is allocated for members of the public to put questions to the Committee on any matter relating to this agenda. Each member of the public will be allowed up to two minutes each to speak, and the Chair will have discretion to vary this where they consider it appropriate.

Members of the public wishing to speak are required to provide notice of this at least three clear working days' in advance of the meeting and should include the question with that notice.

For requests for further information

Contact: Rachel Graves

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4. **Recruitment and Selection for post of Governance, Compliance and Monitoring Officer** (Pages 3 - 8)

To consider the update report on the recruitment and selection arrangements for post of Governance, Compliance and Monitoring Officer.

5. **Exclusion of the Press and Public**

The reports relating to the remaining items on the agenda have been withheld from public circulation and deposit pursuant to Section 100(B)(2) of the Local Government Act 1972 on the grounds that the matters may be determined with the press and public excluded.

The Committee may decide that the press and public be excluded from the meeting during consideration of the following items pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A to the Local Government Act 1972 and public interest would not be served in publishing the information.

PART 2 - MATTERS TO BE CONSIDERED WITHOUT THE PUBLIC AND PRESS PRESENT

6. **Recruitment and Selection for post of Governance, Compliance and Monitoring Officer** (Pages 9 - 10)

To agree a shortlist of candidates for further assessment.

Membership: Councillors C Bulman, J Clowes, S Gardiner, M Gorman (Vice-Chair), N Mannion, M Simon and F Wilson (Chair)

OPEN – Report**NOT FOR PUBLICATION - Appendices 1 and 2 of the report**

By virtue of paragraph(s) 1 and 2 of Part 1 Schedule 1 of the Local Government Act 1972.

Appointments Committee**19 May 2025****Recruitment and Selection for post of Governance, Compliance and Monitoring Officer**

Report of: Rob Polkinghorne, Chief Executive**Report Reference No: AP/1/25-26****Ward(s) Affected: All****For Decision****Purpose of Report**

- 1 To update on the recruitment and selection arrangements for the post of Governance, Compliance and Monitoring Officer.
- 2 To provide a shortlist of candidates for final assessment as part of the recruitment and selection process.
- 3 The report contributes to the delivery of Council services through the recruitment to a key vacant senior management post.

Executive Summary

- 4 The report provides an update on the current recruitment and selection process for the post of Governance, Compliance and Monitoring Officer.
 - 5 This post was re-advertised with a closing date of 27 April 2025. There were 9 applications.
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- 6 On 8 May 2025, the Appointments Committee approved a longlist of 5 candidates to progress to the assessment of technical ability and potential suitability for the post
- 7 The Appointments Committee is requested to:
- consider the feedback in respect of the technical assessment and potential suitability of the longlisted candidates; and
 - to approve a shortlist of applicants to progress to further assessment and formal interview.

RECOMMENDATIONS

The Appointments Committee is recommended to:

1. Note the update on the recruitment and selection process.
2. Approve a shortlist of applicants from the information provided in the Part 2 Appendix 1 for the post of Governance, Compliance and Monitoring Officer to progress to further assessment and formal interview.

Background

- 8 On 8 May 2025, the Appointments Committee approved a longlist of 5 candidates to progress to the assessment of technical ability and potential suitability for the post
- 9 The assessment of technical ability and potential suitability for the post has been undertaken by Starfish Recruitment, our recruitment partner, together with Nicola Robason, Director of Governance, Corporate Affairs and Monitoring, South Tyneside Council as a technical expert.
- 10 Appendix 1 provides the CVs and supporting statements for shortlisted candidates together with a report on the technical assessments.
- 11 Appendix 2 provides the detail of the assessment centre and formal interviews for the post.
- 12 Appendices 1 and 2 are Part 2 and are exempt from publication in accordance with Chapter 3, Part 2, Paragraph 24 under the categories 'Information relating to any individual' and 'Information which is likely to reveal the identity of an individual'. The public interest in maintaining the exemption outweighs the public interest in disclosing the information as this

- maintains the council's confidential recruitment process to ensure that it can recruit the best candidate for the role, and
 - ensures the candidates' personal data is protected and there is no breach of data protection, and
 - does not undermine the recruitment process.
- 13 The Appointments Committee is requested to carefully consider the reports from the technical assessment, and to agree on a shortlist of candidates.
- 14 The shortlisted candidates will be invited for further assessment and formal interview on 29 May 2025.
- 15 Feedback from the assessment centre sessions will be provided to the Appointments Committee to inform the decision on the successful candidate together with the candidates' responses to questions during the formal interview.

Consultation and Engagement

- 16 Not applicable.

Reasons for Recommendations

- 17 In accordance with the Constitution, the Appointments Committee is required to:
- undertake the recruitment and selection process for the post of Governance, Compliance and Monitoring Officer in accordance with the Employment Procedure Rules, and
 - select a preferred candidate to the post of Governance, Compliance and Monitoring Officer for recommendation to Full Council to approve the proposed appointment before an offer of employment is made to that person.

Other Options Considered

- 18 Not applicable.

Implications and Comments

Monitoring Officer/Legal

- 19 On 16 October and 11 December 2024, Full Council approved the Phase 1 senior leadership structure with the additional new posts and salaries over £100,000 in line with Cheshire East Council's constitution. Governance,

Compliance and Monitoring Officer was an established post in the previous structure.

- 20 The Governance, Compliance and Monitoring Officer replaced the Director of Governance and Compliance which was an established post in the previous structure.
- 21 The post of Governance, Compliance and Monitoring Officer is a Designated Statutory Officer role. In line with Cheshire East Council's Constitution, the Appointments Committee is responsible for selecting and recommending a preferred candidate to Full Council for these posts before an offer of appointment is made to that person.
- 22 A fair, transparent and objectively justified selection process with due regard to equality laws should be followed for this selection phase of the recruitment process to reduce the risk of potential legal challenge.
- 23 Any proposed salary or other relevant particulars of employment should comply with the Council's pay policy statement, pay framework and other relevant policies.

Section 151 Officer/Finance

- 24 The revised senior management structure was approved at full council on 16 October and 11 December 2024.
- 25 The post being referred to in this report is budgeted from 1 April 2025 and included in the MTFS and budget for 2025/26 onwards.

Policy

- 26 The recruitment to the post of Governance, Compliance and Monitoring Officer is key to the Council's need to provide capacity and leadership within the Senior Management Team to meet the current fiscal challenges and to deliver its transformation programme.

Equality, Diversity, and Inclusion

- 27 There are no direct equality implications.
- 28 All equality considerations will be taken into account as part of the recruitment process for the Governance, Compliance and Monitoring Officer.

Human Resources

- 29 Actions will be undertaken in accordance with the Constitution and appropriate HR policies and procedures.

Rural Communities

30 There are no direct implications for rural communities.

Public Health

31 There are no direct implications for public health.

Climate Change

32 There are no direct implications for climate change.

Access to Information	
Contact Officer:	Sara Duncalf, Head of Human Resources sara.duncalf@cheshireeast.gov.uk
Appendices:	Appendix 1 Part 2 – CVs and feedback from assessment of technical ability and potential suitability for the role of Governance, Compliance and Monitoring Officer in respect of longlisted applicants (to follow). Appendix 2 Part 2 - Schedule for assessment centre and formal interview (to follow)
Background Papers:	None

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By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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