

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**NOT FOR PUBLICATION - Appendices 1 and 2 of the report**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

**8 August 2024**

**Recruitment and Selection for post of Executive Director Place**

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**Report of: Rob Polkinghorne, Chief Executive**

**Report Reference No: AP/4/24-25**

**Ward(s) Affected: All**

**Purpose of Report**

- 1 To update on the recruitment and selection arrangements for the post of Executive Director Place.
- 2 To select the successful candidate for appointment to the post of Executive Director Place.
- 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 Executive Director Place.
- 5 The post was advertised with a closing date of 19 July 2024. There were 23 applications received.
- 6 On 25 July 2024, the Appointments Committee approved a longlist of 9 candidates to progress to the assessment of technical ability and potential suitability for the post of Executive Director Place.
- 7 On 2 August 2024, having carefully considered the feedback from the assessment of technical ability and potential suitability, the Appointments Committee approved a shortlist of candidates to progress to the assessment centre and formal interview.
- 8 The Appointments Committee is requested to:

- Formally interview the shortlisted candidates for the post of Executive Director Place.
- Consider the feedback on the shortlisted candidates from the panels for the assessment centre as part of the recruitment and selection process.
- Select the successful candidate for appointment to the post of Executive Director Place.

## **RECOMMENDATIONS**

The Appointments Committee is recommended to:

1. Note the update on the recruitment and selection process.
2. Select the successful candidate from the shortlist of applicants for appointment to the post of Executive Director Place.
3. Notify the Head of Human Resources of the name of the successful candidate and of the salary and any other relevant particulars to make the job offer within the terms of the Council's approved Pay Policy Statement.

### **Background**

- 9 On 2 August 2024, the Appointments Committee approved a shortlist of candidates to progress to the assessment centre and for formal interview with the Appointments Committee on Thursday, 8 August 2024.
- 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 interview on 8 August 2024.
- 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:

- a) carefully consider the feedback from the panels of the assessment centre and the Appointments Committee's deliberations following the formal interview with reference to the job description and person specification for the post, and
- b) select the successful candidate from the shortlist of applicants for appointment to the post of Executive Director Place, and
- c) notify the Head of Human Resources of the name of the successful candidate and of the salary and any other relevant particulars to make the job offer within the terms of the Council's approved Pay Policy Statement.

### **Consultation and Engagement**

14 Not applicable.

### **Reasons for Recommendations**

15 In accordance with the Constitution, the Appointments Committee is required to undertake the recruitment and selection process for Executive Director Place in accordance with the Employment Procedure Rules.

### **Other Options Considered**

16 Not applicable.

### **Implications and Comments**

#### *Monitoring Officer/Legal*

17 In line with Cheshire East Council's constitution, the appointment of the Executive Director Place is responsibility of the Appointments Committee.

#### *Section 151 Officer/Finance*

18 The salary cost for the Executive Director Place can be managed within existing budgets, as can the required recruitment exercise.

#### *Policy*

19 The recruitment to the post of Executive Director Place 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*

20 There are no direct equality implications.

21 All equality considerations will be taken into account as part of the recruitment process for the Chief Executive recruitment process.

### *Human Resources*

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

### *Rural Communities*

23 There are no direct implications for rural communities.

### *Children and Young People including Cared for Children, care leavers and Children with special educational needs and disabilities (SEND)*

24 There are no direct implications for Children and Young People including Cared for Children, care leavers and Children with special educational needs and disabilities (Send).

### *Public Health*

25 There are no direct implications for public health.

### *Climate Change*

26 There are no direct implications for climate change.

<b>Access to Information</b>	
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Appendices:	Appendix 1 Part 2 – CVs and supporting statements of shortlisted applicants (to follow)  Appendix 2 Part 2 – Detail of the formal interview and assessment centre for the role of Executive Director Place (to follow)
Background Papers:	None