

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NOT FOR PUBLICATION - Appendices 1 and 2 of the report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

29 May 2025

Recruitment and Selection for post of Governance, Compliance and Monitoring Officer

Report of: Rob Polkinghorne, Chief Executive

Report Reference No: AP/2/24-26

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 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.
- 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.
- 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 On 19 May 2025, the Appointments Committee approved a shortlist of 4 candidates to progress to formal interview and potential suitability.

- 8 The Appointments Committee is requested to
- formally interview the shortlisted candidates for the post as well as consider the feedback on these candidates from the panels for the assessment centre as part of the recruitment and selection process; and
 - select a preferred candidate for 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.

RECOMMENDATIONS

The Appointments Committee is recommended to:

1. Note the update on the recruitment and selection process.
2. Select a preferred candidate for 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.

Background

- 9 On 19 March 2025, the Appointments Committee approved a shortlist of candidates to progress to the assessment centre and for formal interview.
- 10 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.
- 11 A representative from Starfish Recruitment and Nicola Robason will also be attending the Appointments Committee 29 May 2025 as external advisors.
- 12 Appendix 1 provides the CVs and supporting statements for shortlisted candidates together with a report on the technical assessments.
- 13 Appendix 2 provides the detail of the assessment centre and formal interview week for the post.
- 14 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 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.

15 The Appointments Committee is requested to:

- 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
- select a preferred candidate for 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.

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
- notify the Director of People of the name of the proposed 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.

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.

- 20 The Governance, Compliance and Monitoring Officer role 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 this post 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 latest report is 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 supporting statements of shortlisted applicants (to follow) Appendix 2 Part 2 - Schedule for assessment centre and formal interview (to follow)
Background Papers:	None