

Report sponsor: Strategic Director of Corporate Resources
Report author: Recruitment Manager

Permanent Recruitment to the Posts of Director of Property Services and Director of Legal, Procurement and Democratic Services

Purpose

- 1.1 Phase 1 of the Senior Management Restructure has seen the successful recruitment to the permanent posts of Director of Human Resources and Organisational Development, Director of Digital and Customer Services and Director of Financial Services.

The Director of Property Services was filled on an interim basis for 12 months from August 2018 and the Director of Legal, Procurement and Democratic Services has been filled on an Acting Up basis since January 2019.

- 1.2 This report summarises the proposals to establish a permanent post of Director of Property Services, and seeks the approval of Personnel Committee to agree to the recruitment to the position on a permanent contract basis.

The report also seeks approval to recruit to the post of Director of Legal, Procurement and Democratic Services on a permanent contract basis.

Appointment to these roles will be made through an interview process led by a cross-party Appointments Panel, as required under the Scheme of Delegations and the Officer Employment Procedure Rules, contained within the council's constitution.

Recommendations

- 2.1 To agree to the permanent establishment and recruitment to the Director of Property Services.
- 2.2 To agree to the permanent recruitment to the Director of Legal, Procurement and Democratic Services, which includes the statutory responsibilities of Monitoring Officer.
- 2.3 To note that the Appointments Panel will confirm an appointment and that responsibility for the assessment processes for these roles will be determined by the Strategic Director of Corporate Resources.

Reason

- 3.1 Phase 1 of the senior management restructure provided additional capacity and assurance to the Council's senior management team to better deliver the Council's

priorities.

- 3.2 Establishing the permanent post of Director of Property Services will bring enhanced professional capacity to lead on developing a comprehensive Corporate Asset Management Plan for the Council to support service priorities and strategic objectives.
- 3.3 Permanent recruitment to the post of Director of Legal, Procurement and Democratic Services will ensure robust provision to lead, advise and challenge as appropriate on complex corporate, governance and strategic issues across all service area at an important time for the Council.

Supporting information

Permanent Establishment and Recruitment to the post of Director of Property Services

- 4.1 We continue to be in a period of unprecedented change and a revised senior management structure is needed across tiers 1 to 3 that is robust and resilient enough to take forward the challenges the Council is expecting to face over the next few years.
- 4.2 This role has responsibility to develop capability to provide and commission the full range of property professional services required to deliver robust and responsive Strategic Advice, Asset Planning, Estates Management, Property Design, Construction Projects, Building Maintenance and Facilities Management.
- 4.3 It is proposed that a recruitment exercise is now undertaken in order for an Appointments Panel to select a suitable candidate.

Permanent recruitment to the post of Director of Legal Procurement and Democratic Services

- 4.4 The temporary acting up appointment to this role has established greater integrated working between Procurement and Contracting and Legal Services and increased governance around the Council's democratic, electoral and land charges services.. Moving to a permanent recruitment and appointment into the role will establish the stability and resilience we need.

- 4.5 It is proposed that a recruitment exercise is now undertaken in order for an Appointments Panel to select a suitable candidate.

Public/stakeholder engagement

- 5.1 The appointment to both these roles will be decided by a cross-party appointments panel and subject to a five working days period of consultation with members of the Council Cabinet to register an objection, as required under the Officer Employment Procedure Rules contained within part seven of the Constitution (OE 11-12).

Other options

- 6.1 Do nothing. This is not considered a viable option due to the need to provide additional capacity and resilience for the Council's senior management structure with Corporate Resources.

Financial and value for money issues

- 7.1 Budget for these posts is already established. Both Director roles will receive an annual salary within the range of £73,276 - £86,585.

Legal implications

- 8.1 None arising

Other significant implications

- 9.1 None directly arising.

This report has been approved by the following people:

Role	Name	Date of sign-off
Legal	Paul McMahon, Principal Lawyer	12 June 2019
Finance	Toni Nash, Head of Finance, Corporate Resources	
Service Director(s)	Don McLure, Strategic Director of Corporate Resources	12 June 2019
Report sponsor	Don McLure, Strategic Director of Corporate Resources	12 June 2019
Other(s)	Andrea Cauldwell, Recruitment Manager	12 June 2019

Background papers:	None
---------------------------	------

List of appendices:	None
---------------------	------