

## **NORTH NORTHAMPTONSHIRE SHADOW AUTHORITY**

### **SENIOR APPOINTMENTS COMMITTEE MEETING**

**23<sup>rd</sup> November 2020**

<b>Report Title</b>	Selection and Appointment of the Executive Director of Place and Economy
<b>Report Author</b>	Nicky Mcloughlin, HR Workforce, Policy and Projects Manager

#### **List of Appendices**

**None**

#### **1. Purpose of Report**

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- 1.1. This report puts forward recommendations from the Senior Appointments Task and Finish Group in relation to the selection and appointment of the Executive Director of Place and Economy.

#### **2. Executive Summary**

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- 1.2. The report outlines the proposed recruitment method for the Executive Director of Place and Economy; including the composition of the main appointment panel; and member and external partner stakeholder panels.

#### **3. Recommendations**

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- 3.1 It is recommended that the Senior Appointments Committee:

1. ratifies and adopts the processes specified in this report in sections 5 and 6;
2. delegates the function of appointing the Executive Director of Place and Economy to an appointment panel;
3. delegates authority to an appointment panel to:
  - a) Shortlist and interview suitably qualified applicants;
  - b) Recommend the most suitable person for the position.
4. agrees that the appointment panel comprises of 5 members, is representative of the political balance; and at least one member of the Senior Appointments Committee is in its membership;

5. agrees the proposed membership of the appointment panel as noted in section 5 of this report;
6. agrees the proposed stakeholder panels; as noted in section 6; and delegates authority to confirm their final composition to HR Workforce, Policy and Projects Manager, in consultation with the Chair of the Senior Appointments Committee.

#### **4. Report Background**

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4.1 To date, the work of the Senior Appointments Committee has focused on the selection and appointment of the Statutory Senior Officers for the North Northamptonshire Council; including the Head of Paid Service (Chief Executive), Executive Director of Finance (Section 151), Director of Legal and Democratic Services (Monitoring Officer); which, in accordance with the Structural Change Order, are required to be in post before 31 December 2020. The Senior Appointments committee have also completed the selection and appointment process for two further statutory officer and senior roles - Executive Director of Adult Social Services (DASS); and the shared Executive Director Children's Services (DCS) that sits across both unitary authorities.

4.2 In September 2020, the Shadow Council agreed the blueprint for how North Northamptonshire would deliver its services in order to ensure that it was operating in a 'safe and legal plus' way from day one. This means having the staff, systems, budgets, procedures and policies to deliver statutory duties successfully and have clear lines of accountability.

One element of the 'plus' principle to drive the new council forward is to have a clear single leadership structure in place before 1st April 2021.

4.3 The new Chief Executive, Rob Bridge, has therefore developed his draft tier 1-3 leadership structure; which builds on the blueprint work and also the appointments that have been made thus far. This was shared with the Senior Appointments Task and Finish group on 29<sup>th</sup> September and 5<sup>th</sup> November 2020. Views are being sought from recognised trade unions and employees on these draft proposals.

4.4 In addition to the statutory and senior roles already appointed in section 4.1, a further role has been identified, which will need to be recruited to, the Executive Director of Place and Economy.

This post is a Tier 2 Chief Officer role, which is a member appointment. As with previous Tier 2 posts, the post will be advertised both internally and externally; and colleagues across the sovereign councils will be encouraged and supported to apply. It is proposed that there will also be partner and member stakeholder involvement to help to select the best candidates for the new Council. This process is consistent with that used to appoint the statutory senior posts outlined in section 4.1.

4.5 Recruitment and selection to remaining Tier 3 roles (non-chief officer roles) is delegated to the Head of Paid Service, in liaison with the Leader.

- 4.6 This paper therefore sets out the recommended approach of the Senior Appointments Task and Finish Group to ensure an inclusive and holistic process is adopted.

## **5 The Appointment Panel**

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- 5.1 In accordance with Section 4.2 of the Staff Employment Procedure Rules, the Senior Appointments Committee is able to discharge its functions through an appointment panel. As is the case with committee itself, the appointment panel will be subject to the requirements relating to political balance and must include at least one member of the Senior Appointments Committee.
- 5.2 The Senior Appointments Task and Finish Group recommends that the appointment panel, comprising 5 members, is formed to discharge the function of appointing the Executive Director of Place and Economy. The panel will:
- a) conduct the shortlisting and interviews
  - b) following the interviews, come to a view on the most suitable person for the position and advise the Head of Paid Service of:
    - i. the name of the person in question; and
    - ii. any other particulars which the appointment sub-committee consider are relevant to the appointment in accordance with the requirements set out in Part 4F of the Constitution (Staff Employment Procedure Rules).
- 5.3 The Head of Paid Service will advise the Executive Committee and subject to no objections, the Senior Appointment Committee will meet to agree this appointment. This decision will then be subject to a call in period of 5 days.
- 5.4 The Task and Finish Group proposes the following appointment panel for the Executive Director of Place and Economy:

<b>Main Appointment Panel - Members</b>	
Member Name	Political group
Cllr M Griffiths (Chair)	Conservative
Cllr D Jenney	Conservative
Cllr J Smithers	Conservative
Cllr M Tebbutt	Conservative
Cllr T Beattie	Labour

The Head of Paid Service will act as a Senior Advisor to the appointment panel. This is in keeping with the recruitment process for the previously recruited roles outlined in section 4.1 as well as best practice.

## **6. Other Particulars in relation to the appointment of the Executive Director of Place and Economy**

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- 6.1 As stated, in order to get the best candidates to drive and shape the new North Northamptonshire Council, the Task and Finish Group is proposing an inclusive selection and appointment approach. In addition to the appointment panel, the Task and Finish Group recommends 2 additional stakeholder

panels to review candidates and provide collated, structured feedback on key themes to the interview panel, a member stakeholder group and an external partner stakeholder group:

<b>Stakeholder Member Panel</b>
Member Name
Cllr A de Capell Brooke (chair)
Cllr S North
Cllr S Edwards
Cllr D Brackenbury
Cllr B Jenney
Cllr L Thurland
Cllr A Scarborough
Cllr C Stanbra

The external Partner Stakeholder will comprise partners from the voluntary sector, Semlep and local businesses will also provide input from a growth and economy perspective.

## **7. Implications (including financial implications)**

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### **7.1 Resources and Financial**

The structure and roles are designed to enable a successful operational structure but one that is cost and value effective. North Northamptonshire will need to invest in its leadership to enable the safe and legal delivery; but also to critically transform and realise the benefits that a unitary council bring.

### **7.2 Legal**

The recruitment and selection process is in line with the statutory requirements set out in the agreed Shadow Authority Constitution.

### **7.3 Risk**

Recommendations have been made in accordance with the Staff Employment Procedure Rules within the Constitution

### **7.4 Consultation**

The structure has been shared and developed with the Senior Appointments Task and Finish Group.

### **7.5 Consideration by Overview and Scrutiny**

None applicable

### **7.6 Climate Impact**

There are is no climate impact caused by the proposals

However, it should be noted that the proposed new structure brings together a consolidated emphasis on climate change and ensures that responsibility for this sits under the Executive Director of Place and Economy. This will ensure that the councils priorities on climate change can be delivered.

## **7.7 Community Impact**

The new leadership structure will ensure that the council is able to operate in a 'safe and legal plus' one form day one ensuring that services can be delivered effectively to residents.

## **8 Background Papers**

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**8.1** None applicable