

Report for: Appointments Panel – 24th October 2024

Title: Appointment to the post of Assistant Director of Asset Management

Report authorised by: Jahed Rahman, Operational Director - Housing Services and Building Safety

Lead Officer: Sunny Rana, Recruitment Business Manager,
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Ward(s) affected: All

Report for: Non-Key Decision

1. Describe the issue under consideration

- 1.1. The recruitment and selection campaign for Assistant Director of Asset Management, began in July 2024 with a closing date of 13th September 2024. 33 candidates applied for the role and 7 were taken through to the technical interview stage of the process, following this, a long list of 7 candidates (this includes, 1 recommended and 1 marginal) will be put forward for members to shortlist on Thursday 17th October and Friday 18th October respectively. Following the members review of the 7 candidates to be presented the shortlisted candidates will be selected to take part in the final assessment stage, which will include informal conversations with Jahed Rahman, Operational Director – Housing Services and Building Safety and a Residents Stakeholder Interview Panel. The final member panel interviews are being held on the 24th of October 2024.
- 1.2. In accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 and Part 4 Section K of the Council's Constitution applicable at the time of advertisement, the Appointments Panel is required to discharge the Council's functions in respect of the appointment of a suitable candidate to the post the Director of Finance.

2. Cabinet Member Introduction

- 2.1. Not applicable.

3. Recommendations

- 3.1. To consider the recommendations of the Member Panel and appoint a suitable candidate to the post of Assistant Director of Asset Management subject to the objections process of the Cabinet whereby the Appointments Panel may only make the offer of appointment of the Assistant Director of Asset Management when:

(a) no objection has been made by any member of the Cabinet, or

- (b) if any objection is made, the Appointments Panel has declared itself satisfied that the objection is not material or well-founded.
- 3.2. Subject to (3.1) above, to agree that the appointment of the candidate to the post of Assistant Director of Asset Management be on the salary that is proposed to the Appointments Panel by the Member Panel. This will be HB1 in the range of £112,202 - £130,185 as set out in the Council's Pay Policy Statement.
- 3.3. Subject to (3.1) above, any appointment made will take effect when the appointed candidate accepts in writing the contract of employment offered to him/her by the Council.
- 3.4. To agree that, if the successful candidate decides not to accept the role for any reason and there is an alternative appointable candidate recommended by the Member Panel, that this candidate is appointed to the role subject to (3.1), (3.2), and (3.3) above.

4. Reason for decision

- 4.1. To fill a senior post in the Council's organisation structure which is responsible for leading the delivery of services within the accountabilities of the role.

5. Alternative options considered

- 5.1. To fill this role on a temporary basis. However, this would not have been as cost effective nor offer the service the stability of a permanent appointment.

6. Background information

- 6.1. The recruitment and selection process for the Assistant Director of Asset Management as follows:
- (a) In July 2023, the Council utilised an executive recruitment agency to undertake a campaign of advertising for the post of Assistant Director of Asset Management. The advert had a closing date of 13th September 2024. 33 candidates applied for the role and 7 were taken through to the technical interview stage of the process. A long list of 7 candidates will be presented to the member to shortlist on Thursday 17th October and Friday 18th October respectively (1 candidate recommended and 1 marginal)
- (b) Following the review of the longlist on Thursday 17th October and Friday 18th October, the members will select who they wish to take through to the to take through to the next stages which included separate informal conversation with Jahed Rahman, Operational Director, Housing Services and Building Safety and a Residents Stakeholder Panel which will take place on the 22nd October 2024.

I. Informal conversations with Jahed Rahman, Thursday 17th October 2024.

- II. Candidates will attend a stakeholder assessment day on the 17th October 2024 (Residents Stakeholder Panel)
 - III. The final interviews will be with the Member Panel: Cllr Sara Williams, Cllr Cressida Johnson, Cllr Kaushika Amin and Cllr Marsha Isilar-Gosling will take place on the 24th October 2024
 - IV. The post of Assistant Director of Asset Management has a proposed salary which is within a pay range of £112,202 - £130,185 and is recognised as a HB1 role within the Council's Senior Leadership pay bands.
 - V. In accordance with the Council's Pay Policy Statement, if the appointee salary will be in excess of £100,000 per annum, it has to be agreed by the General Purposes Committee.
- 6.2. The recommendation that the appointment will take effect if and when the appointed candidate accepts in writing the contract of employment offered to him / her by the Council is intended to ensure that the appointed candidate signs up to the contract of employment which the Council offers him / her.

7. Contribution to strategic outcomes

- 7.1. The post of Assistant Director of Asset Management a key role and part of the strategic leadership of the Council, responsible for the delivery of Council priorities and the Borough Plan.

8. Statutory Officers' comments

Finance (including Procurement)

- 8.1. The cost of the post Assistant Director of Asset Management within the range set out above, can be met from the approved budget for this post.

Head of Legal & Governance (Monitoring Officer)

- 8.2. A local authority shall appoint such officers as it thinks necessary for the proper discharge by the authority of such of their functions (section 112 Local Government Act 1972).
- 8.3. In accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 ("the 2001 Regulations") and Part 4 Section K of the Council's Constitution, any proposed appointment to the post referred to in this report will be required to be appointed by this Committee. In addition, the 2001 Regulations state that where a committee or a sub-committee of the council is discharging the function of appointment on behalf of the authority, at least one member of the cabinet must be a member of that committee or sub-committee.
- 8.4. The offer of appointment of the Assistant Director of Asset Management shall only be made where:
- (i) no objection has been made by any member of the Cabinet, or

- (ii) if any objection is made, the Appointments Panel has declared itself satisfied that the objection is not material or well-founded.

8.5. In accordance with the Council's Pay Policy Statement and Part 3 Section B of the Constitution, where it is proposed to appoint an officer and the proposed salary is £100,000 per annum or more, the Appointments Panel must consider and approve the proposed salary.

8.6. Under section 7 of the Local Government and Housing Act 1989, every appointment to a paid office or employment to a Council post must be made on merit.

9. Use of Appendices

9.1. Not applicable.

10. Local Government (Access to Information) Act 1985

10.1. Not applicable.