

**Report for:** Appointments Panel – 15<sup>th</sup> January 2025

**Title:** Appointment to the post of Director of Placemaking and Community Development

**Report authorised by:** Andy Donald, Chief Executive and Jess Crowe, Director of Culture, Strategy and Engagement

**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 Director of Placemaking and Community Development, began in November 2024 with a closing date of 8<sup>th</sup> December 2024. 47 candidates applied for the role and 4 were taken through to the technical interview stage of the process and put forward for members to shortlist on Tuesday 17<sup>th</sup> December 2024. Following the members review of the 4 candidates to be presented, 2 candidates were selected to take part in the final assessment stage on the 9<sup>th</sup> January 2025, which will include informal conversations with both Andy Donald, Chief Executive and Jess Crowe, Director of Culture, Strategy and Engagement, and 2 Stakeholder Interview Panels. The final member panel interviews are being held on the 15<sup>th</sup> January 2025
- 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 Director of Placemaking and Community Development subject to the objections process of the Cabinet whereby the Appointments Panel may only make the offer of appointment of the Director of Placemaking and Community Development 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 Director of Placemaking and Community Development 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 Director of Placemaking and Community Development as follows:
  - (a) In November 2024, the Council utilised their internal recruitment team to undertake a campaign of advertising for the post of Director of Placemaking and Community Development. The advert had a closing date of 8<sup>th</sup> December. 47 candidates applied for the role and 4 were taken through to the technical interview stage of the process. These candidates were presented to the members to shortlist
  - (b) Following the review of the longlist on Tuesday 17<sup>th</sup> December, the members selected 2 candidates to take through to the to take through to the next stages the Stakeholder Assessment day which will include separate informal conversation Andy Donald, Chief Executive and Jess Crowe, Director of Culture, Strategy and Engagement and 2 separate Stakeholder Panels all of which will take place on 9<sup>th</sup> January 2025.
    - I. Separate Informal conversations with Andy Donald, Chief Executive and Jess Crowe, Director of Culture, Strategy and Engagement on Thursday 9<sup>th</sup> January 2025.
    - II. Candidates stakeholder assessment day on Thursday 9<sup>th</sup> January 2025 (Internal and External Stakeholder Panels)

- III. The final interviews will be with the Member Panel: The Leader, Cllr Peray Ahmet, Cllr Cressida Johnson, Cllr Ruth Gordon, Cllr Ajda Ovat and Cllr Dawn Barnes and will take place on the 15<sup>th</sup> January 2025.
  - IV. The post of Director of Placemaking and Community Development 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 Appointments Panel.
- 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 Director of Placemaking and Community Development 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 Director of Placemaking and Community Development 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 Director of Placemaking and Community Development 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.