



Report Title: Appointment to the post of Assistant Director Planning, Regeneration and Economy

Forward Plan reference number (if applicable): [add reference]

Report of: Director – Urban Environment

Wards(s) affected: N/a

Report for: Non-Key Decision

1. Purpose

- 1.1 To brief Members about the arrangements for recruiting to the post of Assistant Director – Planning, Regeneration and Economy.
- 1.2 To receive the nominations of Members who will be able to take part in the recruitment process.

2. Introduction by Executive Member (if necessary)

2.1 N/A

3. Recommendations

- 3.1 To nominate one member of the General Purposes Committee to take part in each of the recruitment and selection stages
- 3.2 That the Committee agree to the establishment of an Appointments Panel to consider the appointment to the post of Assistant Director – Planning, Regeneration and Economy , noting the proposed timetable for the process as detailed in para 12.2 of the report;
- 3.3 That the Members to be appointed to the Appointments Panel be agreed by the Chair of the General Purposes Committee and Leader of the Council,(in accordance with the procedures agreed by the General Purposes Committee on 3 December 2007 for establishing Chief Officer Appointment Panels); and
- 3.4 That the proposed composition of the Appointments panel consist of 5 Members (3 majority and 2 minority members).

Report Authorised by: Niall Bolger Director – Urban Environment

Contact Officer: Adam Hunt, Policy and Projects Officer Urban Environment (x 4502)

4. Director of Finance Comments

- 4.1 The staffing impact of merging the two business units is primarily at second tier level. The proposal is to replace the two current assistant director posts with one new post generating an on-going salary saving estimated at £86.5k for a full year. However, there is a potential redundancy cost in the first year which may reduce the saving in 2008/09 to approximately £33.5k. The cost reduction will contribute towards the achievement of the Directorate back office efficiency review savings target.

5. Head of Legal Services Comments

- 5.1 The approval of this proposal comes within the general power of the Authority to appoint staff to carry out its functions on reasonable terms and conditions. It has been correctly identified that there is a necessity for the potential redundancy inherent in the proposals to be considered within the Council's procedures for dealing with organisational change, redundancy and redeployment. In order for the process to be a fair one, consultation should occur with the post holder identified for possible dismissal by reason of redundancy before a decision is made that would result in the termination of their employment. Although not required by statute, local agreements also prescribe that such consultation should occur with appropriate trade union representatives.

6. Local Government (Access to Information) Act 1985

6.1

7. Strategic Implications

- 7.1 The Council has appointed Gatenby Sanderson as the Search and Selection agency for the vacancy.
- 7.2 The postholder will be on the management team and will take responsibility for the effective delivery of services.

8. Financial Implications

- 8.1 The Search and Selection agency will charge approx. £17,000 for the recruitment and executive search. Advertising and assessment reports would be in addition to this. A decision relating to the type of assessment reports required will be taken in due course and the advert to be used will be drawn up in consultation with Human Resources. The post will also be advertised in The Local Government Chronicle, The Management Journal and Regeneration and Renewal.
- 8.2 It is clear that the market competition for posts such as Assistant Director for Planning, Regeneration and Economy, capable of leading challenging regeneration programmes and fulfilling a senior town planning function, will mean that we will need to pay a higher rate than the post was currently graded. This is likely to be in the range of £100k to £110k based on recent recruitment exercises in London (e.g. London Borough of Islington, London Borough of Barnet and London Borough of Waltham Forest).
- 8.3 At this salary range it will be more attractive to recruitment and cost no more to include a regeneration role than to continue with the current situation of two separate posts (Planning and Regeneration). Combining the two posts will release funding to cover the higher costs of the new post and release funding in the longer term to meet saving targets for the economic regeneration business unit. The current cost of the two Assistant Director posts is £232,800 inclusive of on costs and the inclusive cost of a new single post is £146,300 based on the midpoint of the range quoted above. Even with possible redundancy costs there will be a

saving in the first year of about £33,500 which can be redirected into the service or taken as efficiency savings against the Urban Environment Directorate Back-office review savings.

9. Legal Implications

9.1 See section 5.1 above.

10. Equalities Implications

10.1 The executive search agents which have been retained have been briefed to ensure that both the search exercise and the advertisement take proper account of the need to be as inclusive as possible.

11. Consultation

11.1 Full and appropriate consultation has occurred with the trade unions and with staff in the business units. No significant issues have been identified in either instance.

12. Background

12.1 The following timetable has been determined by the Director of Urban Environment and with the search agency.

12.2 The proposed timetable will be as follows

- Week commencing 16th June – Advert put out for post
- Week ending 11th July – Closing dates for applicants
- Week commencing 14th July – Long listing by agency
- Week commencing 21st July – Preliminary interviews by agency
- **Week commencing 28th July – Final short listing with members**
- **Friday 1st August – Member panel to appoint applicant**

13. Conclusion

13.1 The constitution adopted by the Council in May 2002 requires that appointments to chief officer and deputy chief officer posts be a non-Cabinet function carried out via the General Purposes Committee. Member nominations are therefore required for each of the recruitment processes outlined above.

13.2 It is proposed that the composition of the panel will be of 5 members (3 from the majority and 2 from the minority party). The decision on who will be on the panel is a decision for the Chair of the General Purposes Committee and The Leader of the Council.

13.3 At least one member of the panel must come from the Cabinet and one from General Purposes Committee.