



## STAFF APPOINTMENTS COMMITTEE

12<sup>th</sup> February 2024

<b>REPORT TITLE:</b>	APPOINTMENT OF TIER 2 CHIEF OFFICER – ONETEAM TRANSFORMATION PROGRAMME
<b>REPORT OF:</b>	JONATHAN STEPHENSON – CHIEF EXECUTIVE
<b>REPORT IS FOR:</b>	DECISION

### REPORT SUMMARY

To appoint a Sub-Committee that will comprise an interview panel for the selection of a Tier 2 role as part of the OneTeam Transformation Programme.

### RECOMMENDATIONS

- R1** - To appoint a Sub-Committee to act as a Member interview panel, as set out in this report.
- R2** - That appointments to the Sub-Committee be made on a pro rata basis to the 5 seats on the Sub-Committee.

### SUPPORTING INFORMATION

#### 1.0 REASON/S FOR RECOMMENDATIONS

- 1.1 The Council is seeking to recruit to a Strategic Director/Deputy Chief Executive post.
- 1.2 The current Strategic Director/Deputy Chief Executive is due to leave the Council on the 21 April 2024 and there is accordingly a need to recruit to this post to ensure continuity.

#### 2.0 BACKGROUND INFORMATION

- 2.1 On 25 January 2022 the Council agreed the Strategic Partnership between the Council and Rochford District Council (RDC). As part of this partnership, the Chief Executive was given delegated authority to create a single officer

team supporting both councils. The roles being recruited to sit within tiers 2 and 3 of the officer team structure.

2.2 Both Councils have engaged SOLACE to support with this recruitment based on best value for money and recent performance. The selection process will include:-

- Psychometric testing – a personality assessment and a numerical and verbal reasoning assessment;
- Assessment centre - bespoke assessment exercises designed to assess candidates against role requirements; and
- Member interview panel.

### **3.0 MEMBER INTERVIEW PANEL**

3.1 The Committee and the RDC equivalent – Chief Officer Appointments Committee – must each convene a Sub-Committee. Both Sub-Committees will then come together to comprise the Member interview panel.

3.2 It is proposed that the Council's Sub-Committee shall comprise of 5 Members pro-rata to the political alignment of the Council and its terms of reference are:-

To make recommendations in respect of the Tier 2 role to Full Council.

3.3 Both Sub-Committees must agree on the proposed candidate which they believe should be appointed. Each Sub-Committee needs only to come to a majority decision as to its preferred candidate but both Sub-Committees must agree before the candidate can be recommended for appointment.

3.4 The Member interview panel will be provided appropriate advice in their deliberations by the Chief Executive and Human Resources.

3.5 The Committee and the RDC – Chief Officer Appointments Committee will then be reconvened to recommend their preferred candidate to Full Council for the Strategic Director/Deputy Chief Executive role.

3.6 The Member interview panel will conduct interviews on 11 March 2024, times and venue to be advised. Training for Members of the Member interview panel will be provided, if required.

### **4.0 RELEVANT RISKS**

4.1 The appointment of a single unified officer team is intrinsic to the Strategic Partnership with RDC.

4.2 It is necessary to appoint candidates jointly with RDC in order to fulfil the ambitions of the Strategic Partnership.

## 5.0 FINANCIAL IMPLICATIONS

5.1 The costs associated with this recruitment process will be met from the overall OneTeam Transformation Programme budget, the Council's share of which was agreed by Council on 25 January 2022. The main cost will be SOLACE support which was budgeted at £12,000.

## 6.0 LEGAL/GOVERNANCE IMPLICATIONS

6.1 Appointment of Chief Officers is defined within Part 3 of the Council's Constitution.

6.2 Pro-rata for the Sub-Committee comprises:-

Joint Administration	3
Conservatives	2

## 7.0 EQUALITY & HEALTH IMPLICATIONS

7.1 There are none arising from this report.

**REPORT AUTHOR: Name:** Jonathan Stephenson  
**Title:** Chief Executive  
**Phone:** 01277 312500  
**Email:** jonathan.stephenson@brentwood.rochford.gov.uk

### SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Staff Appointments Committee	10/9/2021
Staff Appointments Committee	1/6/2022
Staff Appointments Committee	16/6/2022
Staff Appointments Committee	14/7/2022
Council	27/7/2022
Staff Appointments Committee	27/9/2022
	21/3/2023
Staff Appointments Committee	31/10/2023
	07/12/2023