

Subject: Appointments to the posts of Strategic Directors, Development Director and HR policy implications

Report to: Full Council 16 May 2017

Report by: Head of HR / OD

SUBJECT MATTER/RECOMMENDATIONS

To seek ratification of the initial recommendation from the Employment Committee following the recruitment and selection process undertaken by the Employment Committee.

Recommendation

To appoint Kate Watts as a Strategic Director

1. BACKGROUND

On 21 February 2017, Full Council considered the Organisational Development Report which had also gone to the Policy and Resources Committee on 7 February 2017. The Employment Committee were delegated to undertake the recruitment process in accordance with the Council's Constitution and to make recommendations of the selected candidates to Council.

Michelle Kirk (Director) of the East of England Local Government Association (EELGA) was engaged to provide independent professional assistance in the recruitment process to the Employment Committee alongside the Chief Executive. This included development of the assessment centre and support during the interview process.

The Employment Committee was attended by:-

Councillor Penny Carpenter

Councillor Kay Grey

Councillor Sue Hacon

Councillor Graham Plant

Councillor Carl Smith

Councillor Trevor Wainwright

Councillor Brian Walker

The Council established a bespoke microsite within the Council's website which provided information to potential candidates on the Council and the advertised posts. The posts were also advertised internally and externally through relevant media. The Council received eight applications for the posts of Strategic Director and three for the Development Director.

Assessment Centre Process

It was agreed with UNISON that two assessment centres would be run, one for the internal candidates which allowed them to apply and be assessed against the criteria of the post before external candidates were invited to take part in a second assessment centre.

Assessment centre on 26 and 27 April

The assessment centre for internal staff took place on 26 and 27 April and involved a number of independent panels and exercises such as a case study, stakeholder meeting and press briefing designed to test the competencies and suitability of the candidates for the posts. The Employment Committee undertook the interview process and candidates were also required to give a presentation on a set topic to the Committee prior to their interview. After all the interviews had taken place, the Committee were provided with feedback from the overall assessment process. The Employment Committee were assisted in this process by Michelle Kirk (EELGA) and the Chief Executive.

Following the conclusion of the internal assessment centre, the Employment Committee considered the candidates and it was agreed that Kate Watts should be recommended for appointment to the role of Strategic Director.

Assessment centre on 9 to 11 May 2017

The assessment centre for external candidates took place on 9 to 11 May 2017 and again, involved a number of independent panels and exercises designed to test the competencies and suitability of the candidates for the Strategic Director and Development Director posts. The Employment Committee carried out the same process as for the initial assessment centre. The Employment Committee were again assisted in this process by Michelle Kirk (EELGA) and the Chief Executive.

Due to candidate availability, further interviews are due to take place on 22 May

before concluding the assessment centre process for both the Strategic and Development Director roles. The Employment Committee will then be in a position to make a recommendation to Council on the Development Director and remaining Strategic Director post.

The Chief Executive will finalise the conditions of employment and start date for all successful candidates, once Council has agreed the appointments.

2. FINANCIAL IMPLICATIONS

The salary range applicable to these roles are within budgeted salary range and contained within the Council's approved Pay Policy Statement.

3. RISK IMPLICATIONS

There are no identified risk implications identified from the recommendations contained within this report.

4. POLICY IMPLICATIONS

Under the Council's Constitution (Article 41 – Officer Employment Procedure Rules) the appointment of any chief officer shall be by resolution of the Council on the recommendation of the Employment Committee.

An offer of employment as a Chief Officer shall only be made where no wellfounded objection from any Member of the Council has been received.

A review and consultation with UNISON is already underway on the redundancy and redeployment policy and the recommendations from this will go to Policy and Resources Committee on 13 June 2017.

5. RECOMMENDATIONS

To appoint Kate Watts as a Strategic Director

6. BACKGROUND PAPERS

Great Yarmouth Borough Council's Constitution
The Organisational Development Report to Full Council on 21 February 2017

Areas of consideration: e.g. does this report raise any of the following issues and if so how have these been considered/mitigated against?

Area for consideration	Comment
Monitoring Officer Consultation:	
Section 151 Officer Consultation:	
Existing Council Policies:	Constitution
Financial Implications:	
Legal Implications (including human rights)	
Risk Implications:	
Equality Issues/EQIA assessment:	
Crime & Disorder:	
Every Child Matters:	