



<b>Subject:</b>	<b>Recruitment of Chief Officers</b>
<b>Date:</b>	18th August, 2023
<b>Reporting Officer:</b>	Christine Sheridan, Director of Human Resources
<b>Contact Officer:</b>	Christine Sheridan, Director of Human Resources

<b>Restricted Reports</b>	
<b>Is this report restricted?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>If Yes, when will the report become unrestricted?</b>	
<b>After Committee Decision</b>	<input type="checkbox"/>
<b>After Council Decision</b>	<input type="checkbox"/>
<b>Sometime in the future</b>	<input type="checkbox"/>
<b>Never</b>	<input type="checkbox"/>

<b>Call-in</b>	
<b>Is the decision eligible for Call-in?</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report/Summary of Main Issues</b>
1.1	The purpose of this report is to seek approval to recruit the posts of Strategic Director of City Operations and Strategic Director of Place and Economy and for the constitution of the selection panels to comprise the Chief Executive (or his nominee) and a Council Director, along with three Elected Members from the Strategic Policy and Resources Committee and agree the proposed advertising approach.
<b>2.0</b>	<b>Recommendations</b>
2.1	It is recommended that the posts of Strategic Director of City Operations and Strategic Director of Place and Economy be recruited on a permanent basis and that the selection panels for the posts comprise the Chairperson and Deputy Chairperson of the SP and R Committee (or their nominees) and one additional Elected Member from the SP and R Committee from a Political Party not already represented by the Chair and Deputy Chair, along with the Chief Executive (or his nominee) and a Council Director.

2.2	It is important that the Elected Members nominated to constitute the selection panels for these posts provide a balance, where practicable, in terms of both gender and community background.										
<b>3.0</b>	<b>Main Report</b>										
3.1	<p>The posts of Strategic Director of City Operations and Strategic Director of Place and Economy will be publicly advertised in accordance with the Local Government Staff Commission's Code of Procedures on Recruitment and Selection.</p> <p>Given, however, that a recent exercise undertaken to analyse where Council job applicants heard about Council job opportunities in 2022/2023 has proved that a hard copy print of job adverts in local newspapers is no longer an effective recruitment source or an effective return on investment for the Council, it is recommended that these Director posts will not be advertised in the three local papers on this occasion but advertised more widely on sources that have proved to be effective, such as the Council's own website, online job boards and social media etc. The hard copy print of all other Council job adverts will continue to appear in the three local papers in the meantime but this will be kept under review.</p>										
3.2	<p><b>Recruitment Timetable – Strategic Director of City Operations</b></p> <table border="1" data-bbox="272 1115 1465 1630"> <tr> <td data-bbox="272 1115 815 1216">Public Advertisement / Closing Date</td> <td data-bbox="815 1115 1465 1216">Thursday 7th and Friday 8th September 2023/ Friday 29th September 2023</td> </tr> <tr> <td data-bbox="272 1216 815 1317">Panel Short-listing Meeting (Stage 1)</td> <td data-bbox="815 1216 1465 1317">*Monday 9th October 2023 from 2 pm to 4 pm</td> </tr> <tr> <td data-bbox="272 1317 815 1417">Virtual Assessment Centre</td> <td data-bbox="815 1317 1465 1417">Monday 16th October 2023 (all day)</td> </tr> <tr> <td data-bbox="272 1417 815 1518">Outcome of Assessment Centre (Stage 2)</td> <td data-bbox="815 1417 1465 1518">Monday 23rd October 2023 from 2 pm to 4 pm</td> </tr> <tr> <td data-bbox="272 1518 815 1630">Final Interviews</td> <td data-bbox="815 1518 1465 1630">*Thursday 2nd November 2023 (all day required at the minute)</td> </tr> </table>	Public Advertisement / Closing Date	Thursday 7th and Friday 8th September 2023/ Friday 29th September 2023	Panel Short-listing Meeting (Stage 1)	*Monday 9th October 2023 from 2 pm to 4 pm	Virtual Assessment Centre	Monday 16th October 2023 (all day)	Outcome of Assessment Centre (Stage 2)	Monday 23rd October 2023 from 2 pm to 4 pm	Final Interviews	*Thursday 2nd November 2023 (all day required at the minute)
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Virtual Assessment Centre	Monday 16th October 2023 (all day)										
Outcome of Assessment Centre (Stage 2)	Monday 23rd October 2023 from 2 pm to 4 pm										
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3.3	<p><b>Recruitment Timetable – Strategic Director of Place and Economy</b></p> <table border="1" data-bbox="272 1727 1465 1989"> <tr> <td data-bbox="272 1727 815 1827">Public Advertisement / Closing Date</td> <td data-bbox="815 1727 1465 1827">Thursday 7th and Friday 8th September 2023/ Friday 29 September 2023</td> </tr> <tr> <td data-bbox="272 1827 815 1928">Panel Short-listing Meeting (Stage 1)</td> <td data-bbox="815 1827 1465 1928">*Friday 20th October 2023 from 1 pm to 3 pm</td> </tr> <tr> <td data-bbox="272 1928 815 1989">Virtual Assessment Centre</td> <td data-bbox="815 1928 1465 1989">Monday 30th October 2023 (all day)</td> </tr> </table>	Public Advertisement / Closing Date	Thursday 7th and Friday 8th September 2023/ Friday 29 September 2023	Panel Short-listing Meeting (Stage 1)	*Friday 20th October 2023 from 1 pm to 3 pm	Virtual Assessment Centre	Monday 30th October 2023 (all day)				
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	Outcome of Assessment Centre (Stage 2)	*Monday 6th November 2023 from 10 am to 12 noon
	Final Interviews	*Friday 17th November 2023 (all day required at the minute)
	<p>*Elected Members will be required to attend on these three key meeting dates and may also be required to attend a 2-hour R and S training course on non-discriminatory R and S techniques in advance of these meeting dates. An observer from the Local Government Staff Commission (LGSC) and a Professional Assessor may also attend these meetings but they will not have any voting rights.</p> <p>Both selection panels will have the authority to make these appointments and the outcome of the recruitment and selection processes will be reported back to the SP and R Committee and full Council for notation.</p>	
	<b><u>Financial and Resource Implications</u></b>	
3.6	There are no financial or resource implications associated with this report as the posts have already been budgeted for in the revenue estimates and any quotes for Assessment Centres will be managed in line with the Council's agreed procurement thresholds.	
	<b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b>	
3.7	There are no equality, good relations or rural needs implications associated with this report. These posts will be recruited in full accordance with the LGSC's Code of Procedures on Recruitment and Selection and be conducted in a fair, systematic and objective manner with all appointments based strictly on the merit principle.	
4.0	<b>Documents Attached</b>	
	None.	