

BRIDGEND COUNTY BOROUGH COUNCIL
REPORT TO THE APPOINTMENTS COMMITTEE

11 OCTOBER 2019

REPORT OF THE CHIEF EXECUTIVE

APPOINTMENT PROCESS: CORPORATE DIRECTOR, COMMUNITIES

1. Purpose of Report

- 1.1 To provide the Appointments Committee with information about the recruitment process for the Corporate Director, Communities.

2. Connection to Corporate Improvement Plan / Other Corporate Priorities

- 2.1 The appointment to the post of the Corporate Director, Communities, as a member of the Corporate Management Board, is required to facilitate the achievement of corporate priorities.

3. Background

- 3.1 This position became vacant on a permanent basis following Council's appointment of the Chief Executive on 1 May 2019.
- 3.2 A recruitment process for the position of Corporate Director, Communities will be undertaken in accordance with the Local Authorities (Standing Orders) (Wales) Regulations 2006 (as amended).

4. Current Situation/Proposal

- 4.1 Solace in Business, who are experienced in recruiting local authority senior management and executive roles, have been engaged to support the council with this appointment. This will ensure that the role is marketed widely and then a robust selection process is followed.
- 4.2 All selection methods will be thoroughly assessed and evaluated against the set competencies and the Solace in Business assessment team will provide feedback to Committee throughout the process.
- 4.3 An outline timetable is provided in Appendix 1, which includes the stages of the selection process, with further details outlined below:
- The job description and person specification have been reviewed and will inform the advert and marketing of this role. These are attached as Appendix 2.

- Following the closing date the Appointments Committee will be convened to receive feedback from the recruitment specialist and agree a long list of candidates to attend the assessment centre.
- The assessment centre will comprise a range of selection methods and assessors will undertake managerial/technical interviews; psychometric testing and interactive assessments, which will test key competencies.
- Either, the Appointments Committee will receive feedback on the results of the assessment centre and, if necessary, agree a final shortlist of candidates who have demonstrated that they possess the attributes required for the position and who will be invited to interview.
- Or, the Appointments Committee will receive feedback on the results of the assessment centre and undertake final interviews involving a presentation followed by interview questions.
- The Appointments Committee will make the final decision on the appointment, taking account of the outcome of the assessment centre and the final interview.

5. Effect upon Policy Framework & Procedure Rules

5.1 None.

6. Equality Impact Assessment

6.1 The process adopted is intended to ensure that there are no equality implications in this process.

7. Well-being of Future Generations (Wales) Act 2015 implications

7.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report.

8. Financial Implications

8.1 The recruitment costs will be met from existing budgets.

9. Recommendations

9.1 It is recommended that the Appointments Committee:-

- i) approves the job description and person specification at appendix 2
- ii) approves the process outlined in paragraph 4.3.
- iii) reconvenes to determine the long list of candidates to be invited to the assessment centre

iv) reconvenes to receive feedback from the assessment centre and, if necessary, determine a final short list of candidates to be interviewed; or reconvenes to receive feedback from the assessment centre and to undertake final interviews and make an appointment decision

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Background documents: None other than those identified within the report.