

Joint Staff Committee



Report of Deputy Chief Executive – Transformation and Operations

Author: Adrianna Partridge

Telephone: 01235 422217

E-mail: Adrianna.partridge@southandvale.gov.uk

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Appointment of head of corporate services

Recommendation

That the committee conducts an interview, and if appropriate, appoints a head of corporate services subject to confirmation from each Cabinet that there are no objections.

Purpose of Report

1. This report invites the Joint Staff Committee to conduct a formal interview, and if appropriate, appoint to the head of corporate services position.

Appointment process

2. On 7 March 2022, the head of corporate services position was advertised internally and externally, with a closing date of 27 March 2022.
3. The external recruitment was managed as a head-hunting exercise through GatenbySanderson. The vacancy was advertised in The MJ, The Guardian, LinkedIn and Gatenby Sanderson's own website. In accordance with the agreed proposal, GatenbySanderson also targeted known candidates in the profession to either discuss the role or seek recommendations for the role.
4. On 1 April 2022, GatenbySanderson provided a long-list of candidates, rated 'A' to 'B' according to the perceived fit with our candidate specification. Two internal candidates applied.

5. The first stage of the selection process was an officer-led interview with Mark Stone (Chief Executive), Adrianna Partridge (Deputy Chief Executive – Transformation and Operations), and Trina Mayling (Strategic HR Business Partner). Officers selected six candidates for first interview, one candidate withdrew their application, and five first round interviews took place.
6. Following these interviews, selected candidates have been invited for a second interview with the Joint Staff Committee.
7. The Joint Staff Committee is asked to conduct interviews with the invited candidate, and if appropriate, to appoint to the position.
8. As required by the councils' officer employment procedure rules and the Local Authorities (Standing Orders) (England) Regulations 2001, all members of the cabinets will be informed of the decision to appoint and given an opportunity to raise any objections.
9. The head of corporate services job description is attached as *appendix 1* and the selected candidate applications are attached as *appendix 2*. Possible interview questions that committee members may wish to use will be made available prior to the interview.

Financial implications

10. The successful candidate will be appointed on the same budgeted salary as all heads of service, which is £100,281 per annum (£102,186 from 1 April 2022 including the agreed 1.9% pay award). The employee costs will be met by South Oxfordshire District Council and half the costs will be recharged to Vale of White Horse District Council in accordance with the existing Section 113 agreement between the two councils.

Legal implications

11. Informing all members of the cabinets of the recommendations and giving them an opportunity to raise any objections will meet the requirements of the councils' officer employment procedure rules and the Local Authorities (Standing Orders) (England) Regulations 2001.

Conclusion

12. The committee is invited to conduct formal interviews, and, if appropriate, appoint the head of corporate services.