

Appointment of Chief Officer of Strategy and Performance

Date: 26th June 2023

Report of: Director of Strategy and Resources

Report to: Employment Committee

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

(Appendix 3 – Access to Information Procedure Rule 10.4 (1) & (2))

Brief summary

This report outlines the reasons and timeline for the recruitment and selection to the post of Chief Officer of Strategy and Performance (permanent) within the Strategy & Resources Directorate.

Recommendations

- a) Note the reasons and timeline for the recruitment of the post of Chief Officer of Strategy and Performance.

and
- b) Following the selection process, should an appropriate candidate be identified, make an offer of appointment, subject to the associated notification processes, as set out within the Officer Employment Procedure Rules.

1 What is this report about?

- I. This report outlines the reasons and timeline for the recruitment to the post of Chief Officer of Strategy and Performance. The previous postholder was successful in the appointment to Director of Resources (title updated to be Director of Strategy and Resources) following the previous Director retiring from the role. The Director of Strategy & Resources is therefore proposing to recruit and select to this post on a permanent basis.
- II. The post of Chief Officer Strategy and Performance provides strategic leadership on a range of important council functions including strategy, policy, performance, risk, communications, marketing, consultation, corporate support, customer relations and resilience and emergency planning. The postholder will lead these teams and provide advice and expertise to decision makers across the Council.
- III. Working with key partners at national, regional and local level the Chief Officer will champion strategic planning and engagement for the council and deliver a wide range of proactive and reactive initiatives within the organisation and in collaboration with the full range of partners to support the delivery of real change across the city.
- IV. The post holder is accountable to the Director of Strategy & Resources and their work falls under the portfolios of the Executive Member for Resources and the Leader's portfolio.
- V. An employment committee will convene on 26th June 2023 to consider a shortlist of candidates who have submitted an application for this role.
- VI. The interviews will take place on 5th July 2023 with an employment committee in the Civic Hall. A further interview date has been scheduled on 10th July 2023 should it be required.

2 What impact will this proposal have?

- I. Recruiting to this post will ensure strategic leadership capacity is maintained to deliver our priorities in line with the Best City Ambition and Organisational Plan.
- II. The post holder will have direct responsibility for the following functions:
 - Strategic Planning
 - Policy, Risk and Performance Management
 - Consultation and Engagement
 - Communications and Marketing
 - Resilience and Emergencies
 - Customer Relations
 - Chief Executive's office

3 How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing

Inclusive Growth

Zero Carbon

- I. Making this appointment will also ensure relevant issues in relation to the above three pillars are considered across the Strategy & Resources Directorate, the council and the city more broadly.

4 What consultation and engagement has taken place?

Wards affected: None

Have ward members been consulted? Yes No

- I. The proposals contained in this report have been agreed by the Executive Board Member for Resources. Trade Union colleagues have also been updated on the proposal to recruit to this role.

5 What are the resource implications?

- I. The previous Chief Officer Strategy & Improvement role (Dir 85%) was revised in March 2023 and the portfolio of the role was amended to have a narrower focus on intelligence & policy, communications & marketing and corporate support. The role was redesignated to Chief Officer Strategy & Performance (Dir 70%) and this ensured leadership capacity within the organisation to meet both internal and external demands around organisation and city strategy. This role is within the budget provisions for 2023/24 and therefore no additional costs will be incurred in making this appointment.
- II. The role and responsibilities have been reviewed prior to advert and benchmarked at Director 70%.

6 What are the key risks and how are they being managed?

There are no identified risks with the proposals set out in this report. Subject to a successful recruitment and selection process, the new postholder will be supported by the former post-holder ensuring leadership continuity.

7 What are the legal implications?

- I. This post is an Employment Committee appointment pursuant to the criteria set out in the Officer Employment Procedure Rules and will be recruited to in accordance with those Procedure Rules.
- II. Candidate information as part of this recruitment exercise is detailed within Appendix 3 which is exempt from publication. It is considered that this information will relate to individuals' personal details.
- III. Also, it is considered that the release of such information in Appendix 3 would or would be likely to prejudice the Council's ability to recruit effectively to similar posts in the future. It is therefore considered that future candidate information in Appendix 3 should be treated as exempt from publication under the provisions of paragraphs 10.4 (1) and (2) of the Access to Information Procedure Rules

8 Options, timescales and measuring success

What other options were considered?

- I. Alternative options, including not recruiting to and reconfiguring this role, were considered. However, permanent recruitment has been identified as the best option at this stage primarily to ensure strategic leadership in delivering against our corporate priorities.

9 How will success be measured?

- I. Recruiting to this role will build on the Council's achievements to date and will provide the leadership capacity to support the delivery of the Council's priorities as set out in the Best City Ambition and Organisational Plan.

10 What is the timetable and who will be responsible for implementation?

- I. The recruitment & selection process is being co-ordinated by Human Resources and the timeline is as follows:
 - II. The role was advertised via the Leeds City Council jobsite, and across social media platforms with a closing date of 19th June 2023.
 - III. Shortlisting by Employment Committee is scheduled for 26th June 2023.
 - IV. Final Interviews by Employment Committee is scheduled for 5th July 2023 with a further provisional date of 10th July 2023 should it be required.

Appendices

- Appendix 1 - Job Description
- Appendix 2 - Advert
- Appendix 3 - Applicant details - to follow (designated as exempt from publication under the provisions of Access to Information Procedure Rule 10.4 (1) and (2))

Background papers

None