

Committee(s)	Dated:
Planning and Transportation	08/09/2020
Subject: Senior Officer Recruitment	Public
Report of: Director of the Built Environment	For Information
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Summary

Under the Senior Officer Recruitment Procedure, a Chief Officer should report the resignation/ retirement of a senior officer and propose a suggested recruitment timeframe. This report notes the retirement of a senior officer and proposes a recruitment plan.

Recommendation

Members are asked to:

- Note the report.

Main Report

Background

1. As Members of the Committee are aware, the Chief Planning Officer and Development Manager retired earlier this year. At the time it was decided to appoint an Interim Chief Planning Officer and Development Director for six months to allow for further development of the City's Target Operating Model (TOM), before pursuing a full external recruitment. The Coronavirus has delayed development of the TOM, and the Chair and Deputy Chairman have advised that they wish to pursue an external appointment as originally intended.

Current Position

2. The job description for the Chief Planning Officer and Development Director has been updated to better reflect the duties of the post holder. No changes have been made to the role.

Proposals

3. In accordance with the Senior Officer Recruitment Procedure, the Chair and Deputy Chairman of the Planning and Transportation Committee will be involved in the recruitment process. The level of involvement will be agreed with the Chair and Deputy Chairman.
4. It is proposed to run a recruitment campaign using an executive search agency commencing in September 2020.

Corporate & Strategic Implications

5. The previous and interim post holders have been valued members of staff who have made/are making significant contributions to delivering corporate outcomes. The recruitment to this post is a key part of succession planning for the Corporation.

Implications

6. There will be a small cost associated with the advertising campaigns and this will be met from the Department's Local Risk budget.

Conclusion

7. It is intended to recruit to the post of Chief Planning Officer and Development Director in Autumn 2020.

Appendices

- None

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