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| Committee(s) Planning & Transportation | Dated: 11/01/2022 |
| Subject: Senior Officer Recruitment | Public |
| Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly? | 1, 2, 3, 4, 9, 10, 11, 12 |
| Does this proposal require extra revenue and/or capital spending? | N |
| If so, how much? | NA |
| What is the source of Funding? | NA |
| Has this Funding Source been agreed with the Chamberlain's Department? | NA |
| Report of: Executive Director Environment | For Information |
| Report author: Juliemma McLoughlin | |

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(s)

Members are asked to:

- Note the report.

Main Report

Background

1. The Policy & Performance Director retired effective 1 January 2022.

Current Position

2. The post is a critical senior leadership position and its role and responsibilities have been assessed internally within the Department and considered to form an indivisible and key part of any future TOM.
3. The job description for the Policy & Performance Director has been updated to better reflect the duties of the post holder within the new Environment structure.
4. The TOM review may result in subtle nuances of emphasis of responsibilities, title and reporting lines but as confirmed with HR, it is not expected to change to the extent that it alters the main purpose of the post, its grade or duties and responsibilities.

Proposals

5. 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.

Corporate & Strategic Implications

6. This is a key senior managerial specialist professional post critical to and leading and providing a strategic overview of the City's statutory Local Plan duty. The Local Plan underpins the City's planning approach to development schemes and strategies and is an essential statutory tool to facilitate planning in the City and to ensure the City is responsive to economic and wider changes. It therefore has a critical strategic role in the City maintaining its international standing and ensuring a flourishing economy..
7. There will be a small cost associated with the recruitment campaign and this will be met from the Department's Local Risk budget.

Conclusion

8. It is intended to have recruited to the post of Policy & Performance Director by Spring 2022.

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