

SUBJECT:	<i>Appointment of Interim Head of Planning and Economic Development</i>
REPORT OF:	<i>Acting Chief Executive, Steve Bambrick</i>
RESPONSIBLE OFFICER	<i>Louise Cole, HR Manager</i>
REPORT AUTHOR	<i>Louise Cole, HR Manager, louise.cole@chilternandsouthbucks.gov.uk, 01494 732015</i>
WARD/S AFFECTED	<i>Not ward specific</i>

1. Purpose of Report

- 1.1 The Head of Planning and Economic Development has resigned to take up a position at another local authority, and will leave the Councils on 24th November 2019. To ensure adequate cover arrangements are in place the Joint Staffing Committee is asked to agree to make an offer of appointment to an agency worker as interim Head of Planning and Economic Development. This follows a candidate assessment process undertaken by the Acting Chief Executive and the current Head of Planning and Economic Development and a period of working with the Councils in a 'deputy' Head of Service role. The JSC decision is subject to the respective Cabinets not raising objections as required by the mandatory standing order regulations and the Councils' officer employment procedure rules.

For Decision

- 1) **To agree an offer of appointment for an interim Head of Planning and Economic Development post and notify the respective Cabinets in accordance with the Local Authorities (Standing Order) Regulations 2001.**
- 2) **Subject to no objections from the Cabinets to authorise the Acting Chief Executive, in consultation with the HR Manager, to agree a start date and make the formal offer of appointment.**

2. Reasons for Recommendations

- 2.1 To ensure required senior resources are in place to cover the work of the Head of Planning and Economic Development post, including overseeing the submission and examination of the Chiltern and South Bucks Local Plan.

3. Content of Report

- 3.1 The procedure for making appointments to the shared senior management team and Heads of Service has been delegated to the Joint Staffing Committee. The interim Head of Planning and Economic Development role will undertake the key responsibilities of the Head of Service which includes:

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- Senior leadership to the planning and Building Control teams to ensure staff continue to perform well in running an efficient service for the councils, and remain motivated during this transition period.
 - Ensuring the work on the Joint Local Plan for the two Councils is prioritised and delivered according to the agreed timetable upto vesting day.
 - Ensuring that the Councils continue to deliver an excellent Development Management service during the transition period, providing necessary support and guidance to all teams within the service.
 - To provide any necessary information or support required by the unitary implementation process to ensure a smooth transition to the new Buckinghamshire Council.
- 3.2 This appointment will be focused on leading the service and delivering the Planning and Economic Development function for CDC / SBDC. Whereas the current Head of Planning and Economic Development is significantly involved in unitary preparation work, it is intended that the unitary work will largely be reallocated to staff from the other authorities.
- 3.3 It is important that in this time of transition the senior leadership of the service remains strong and resilient in order to continue to deliver business as usual and provide stability to the service and management team.
- 3.4 It is envisaged that the appointment will be to 31 July 2020, in order to provide sufficient continuity and expertise to the new Buckinghamshire Council beyond vesting day. Any extension beyond that will be for the Corporate Director of the new Council to determine.
- 3.5 Although this is an interim appointment it is still subject to the mandatory standing order regulations and officer employment procedure rules.
- 3.6 The preferred candidate has been selected following an interview process conducted by the Acting Chief Executive and the current Head of Planning and Economic Development. The candidate has been working with the Council in a 'Deputy Head of Service' capacity since 1st October following a decision by Management Team. The candidate experience is summarised in the confidential **appendix** and they also come with very good references.
- 3.7 In accordance with the Local Authorities (Standing Orders) Regulations 2001 the respective Cabinets are notified of the proposed temporary appointee and each member has the opportunity to object. The Cabinets are notified of:
- the name of the person to whom an offer is proposed;
 - any other particulars relevant to the appointment which have been notified to the Acting Chief Executive; i.e. how long the appointment is for etc.
 - the period within which any objection can be made;
 - objections should be raised with the respective Leaders.
- 3.8 Any objections are made through the respective Leaders.

3.9 If no objection has been made or if an objection is not material or well-founded, the Acting Chief Executive, in consultation with the HR Manager, make the offer of appointment and agree a start date.

4. Consultation

4.1 Not applicable

5. Options

5.1 It is for the Committee to decide how to proceed with the offer of this post in line with the recommendations of this report.

6. Corporate Implications

6.1 Financial - The salary for this post and associated costs are included in the Councils' agreed establishment list and budget.

6.2 Legal – The requirement of the Local Authorities (Standing Orders) Regulations 2001 are referred to in section 3 above.

7. Links to Council Policy Objectives

7.1 The temporary appointment is in line with the Councils' Corporate Plan.

8. Next Steps

8.1 A formal offer of appointment will be made.

Background Papers:	None except those referred to in this report
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