



<b>Report of:</b>	<b>Meeting</b>	<b>Date</b>
Councillor Michael Vincent, Leader of the Council and Rebecca Huddleston, Chief Executive (Head of Paid Service)	Council	18 April 2024

## **Appointment of the Director of Transformation and Change**

### **1. Purpose of report**

**1.1** Following a selection process including an assessment day and interviews by the Senior Officer Appointments Committee on 25 March 2025, this report recommends to the Full Council the appointment of the new Director of Transformation and Change.

### **2. Council priorities**

**2.1** A well run, forward-thinking council that puts customers first.

### **3. Recommendation**

**3.1** That Council agrees to the appointment of the new Director of Transformation and Change.

### **4. Background**

**4.1** The Senior Leadership Team Restructure Report brought to Full Council on 25 January 2024 provided for the creation of a new post – Director of Transformation and Change.

**4.2** On approval of this report by Full Council the post was advertised and promoted using an executive recruitment company.

**4.3** A number of strong applications were received, and the Senior Officer Appointment Panel agreed a long list of six candidates to undergo long list interviews carried out by the Chief Executive and HR Manager & Deputy Monitoring Officer on the 19 and 20 March.

## 5. Key issues and proposals

5.1 From the long list interviews three candidates were shortlisted for the assessment day and senior appointment panel interview on 25 March.

5.2 The assessment activities held in the morning of 25 March consisted of:

- Stakeholder panel interview
- Interview with the Chief Executive
- Written assessment

Feedback from these sessions was provided to the Senior Appointments Committee on the candidates performance.

5.3 The Senior Officer Appointments Committee interviewed the three candidates in the afternoon of 25 March and taking into consideration the feedback from the assessment activities selected one of the candidates to be appointed as the Director of Transformation and Change subject to Full Council approval.

5.4 The minutes of the meeting of the Senior Officer Appointments Committee held on 25 March 2024, recommending the appointment of the new Director of Transformation and Change are attached in Appendix 1.

## 6. Alternative options considered and rejected

6.1 The option not to appoint was rejected as the Senior Officer Appointments Committee interviewed strong appointable candidates.

6.2 Appointment of one of the other two candidates was rejected as the person appointed was considered the strongest and most appropriate candidate for the position.

<b>Financial, Legal and Climate Change implications</b>	
Finance	The financial implications of this appointment were included in the Senior Leadership Team Restructure report approved at Full Council 25 January 2024.
Legal	The proposals made do not have any direct legal implications.
Climate Change	The proposals made do not have a direct impact on the council's carbon emission and the wider Climate Emergency and sustainability targets of the Council.

### **Other risks/implications: checklist**

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There

are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	X
equality and diversity	X
health and safety	X

risks/implications	✓ / x
asset management	X
ICT	X
data protection	X

### Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
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List of background papers:		
name of document	date	where available for inspection
None		

### List of appendices

Appendix 1: Minutes of the Senior Officer Appointments Committee meeting on 25 March 2024.



## Senior Officer Appointments Committee Minutes

The minutes of the Senior Officer Appointments Committee meeting of Wyre Borough Council held on Monday, 25 March 2024 at the Committee Room 2 - Civic Centre.

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**Senior Officer Appointments Committee members present:**

Councillors Vincent, Berry, Bowen and Fail

**Officers present:**

Rebecca Huddleston, Chief Executive

Jane Collier, Human Resources Manager and Deputy Monitoring Officer

No members of the public or press attended the meeting.

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**1 Election of Chairman**

It was **resolved** that Councillor Michael Vicent be elected as the Chairman of the Senior Officer Appointments Committee.

**2 Apologies for absence**

None.

**3 Declarations of interest**

None.

**4 Exclusion of the public and press**

It was **resolved** that the public and press be excluded from the meeting whilst agenda item 5 (interviews for the post of the Director of Transformation and Change) was considered, on the grounds that their presence would involve the likely disclosure of exempt information as defined in category 1 (information relating to individuals) of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) Variation Order 2006 and, that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

## **5 Interviews for the post of Director of Transformation and Change**

The Committee interviewed three applicants for the post of Director of Transformation and Change.

It was **resolved** that, subject to the approval of the Council on 18 April 2024, in accordance with the requirements of the Local Authority (Standing Orders) (England) Regulations 2001, a Director of Transformation and Change be appointed (post created following approval of the Senior Leadership Team Restructure Report brought to Full Council on 25 January 2024). Commencement date to be agreed.

The interviews started at 12.45 pm and finished at 4.15 pm.

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