

# Public Document Pack

**Democratic Services Section  
Chief Executive's Department  
Belfast City Council  
City Hall  
Belfast  
BT1 5GS**

14th August, 2017

## **MEETING OF PLANNING COMMITTEE – ADDITIONAL ITEM**

Dear Alderman/Councillor,

In addition to those matters previously notified to you, the following item will also be considered at the meeting to be held at 5.00 pm on Tuesday, 15th August, 2017.

Yours faithfully,

SUZANNE WYLIE

Chief Executive

### **AGENDA:**

#### **12. Miscellaneous Items**

- (d) Recruitment of Operational Director of Planning and Building Control (Pages 1 - 4)

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Committee:	Planning Committee
Subject:	Recruitment of Operational Director of Planning and Building Control
Date:	15 August 2017
Reporting Officer:	Paddy Murray, Head of Human Resources

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report or Summary of Main Issues</b>
1.1	To agree the composition of the selection panel to recruit the post of <b>Operational Director for Planning and Building Control</b> in the new Place and Economy Department.
<b>2.0</b>	<b>Recommendations</b>
2.1	That Members nominate and agree three elected members for this selection panel who, along with the Chief Executive and City Solicitor, will balance the panel in terms of gender and community background.

2.2	The panel should comprise the Chairperson and Deputy Chairperson (or their nominees) and a third elected panel member from a political party not already represented by the Chair or Deputy Chair.
2.3	That a targeted and timely proactive executive search approach is initiated to ensure a strong and competent applicant field for the job.
3.0	<b>Main report</b>
3.1	<p><u>Key Issues</u></p> <p>On 21 April 2017, the Strategic Policy and Resources Committee agreed to commence a recruitment process for a Strategic Director of the new Place and Economy Department and that this would then be followed by a recruitment exercise for an <b>Operational Director for Planning and Building Control</b> (one of three Operational Directors reporting directly to the new Strategic Director in the new department.) The post of Strategic Director of Place and Economy was publicly advertised on 8 June 2017 and that recruitment process is now live.</p>
3.2	On 23 June 2017, the Strategic Policy and Resources Committee agreed that the selection panel to recruit the post of <b>Operational Director for Planning and Building Control</b> would be constituted by the Planning Committee at its meeting in August 2017.
3.3	The Chairperson (or his nominee), the Deputy Chairperson (or his nominee) and the other elected member will be required to attend four selection panel meetings as part of this recruitment exercise. They will also be required to attend training on non-discriminatory R&S techniques prior to the first short-listing meeting. The timeframe for the recruitment exercise is likely to be late September to late November, 2017.
3.4	Members are asked to nominate and agree the third elected member from the Planning Committee from a political party not already represented by the Chair or Deputy Chair to constitute this selection panel. This selection panel will have delegated authority to appoint the successful candidate to the post of <b>Operational Director for Planning and Building Control</b> with the outcome of the appointment being reported back to the Strategic Policy and Resources Committee for notation.

3.5	<p>Consideration will also be given to nominating a suitable Professional Assessor to advise the selection panel and a Commission Observer from the Local Government Staff Commission may also be in attendance at the panel meetings - but neither will have any voting rights.</p> <p><u>Financial &amp; Resource Implications</u></p>
3.6	<p>This post has already been budgeted for in the revenue estimates and any quotes for executive search will be managed in line with the council's agreed procurement thresholds.</p>
3.7	<p><u>Equality and Good Relations</u></p> <p>None associated with this report</p>
<b>4.0</b>	<b>Appendices – Documents Attached</b>
4.1	None.

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