



**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

## Employment Committee

4 August 2021

**Report of:** Councillor Annie Mason,  
Cabinet Member for People and  
Safer Communities



## Assistant Director of Housing

This report sets out the recommendation that the Employment Committee appoint a suitable candidate to the role of Assistant Director of Housing.

### Report Author

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<b>Corporate Priority:</b>	<b>Decision type:</b>	<b>Wards:</b>
<b>Administrative</b>	<b>Regulatory</b>	<b>All Wards</b>

<b>Reviewed by:</b>	Andrew Cotton, Director of Housing and Property	23 July 2021
<b>Approved by:</b>	Karen Bradford, Chief Executive	24 July 2021
<b>Signed off by:</b>	Councillor Annie Mason, Cabinet Member for People and Safer Communities	26 July 2021

### Recommendation (s) to the decision maker (s)

- 1. That the Employment Committee appoints a suitable candidate to the role of Assistant Director of Housing, on a permanent contract of employment.**

## **1 The Background to the Report**

- 1.1 On 4 August 2021, the Employment Committee, supported by Gatenby Sanderson, the Director of Housing and Property, and the Senior HR Officer, will undertake interviews to appoint a suitable candidate to the role of Assistant Director of Housing. The process prior to the interviews will include technical interviews conducted by a Senior Consultant at Gatenby Sanderson and a Technical Assessor.
- 1.2 Ten candidates applied for the role. The process prior to the interviews included a longlisting process by a panel comprised of the Director of Housing and Property, Gatenby Sanderson consultants, and the Council's HR Manager. Each candidate was scored against an objective criterion. The longlisting panel unanimously agreed that five candidates should proceed to technical interviews held on 30 June 2021, with a view to being shortlisted thereafter for final interviews.
- 1.3 Following the technical interviews Gatenby Sanderson have made recommendations to the Employment Committee on the candidates that are shortlisted for final interviews and these recommendations will be presented to members of the Employment Committee on 28 July 2021.

## **2 Appointment Timeline**

- 2.1 The Employment Committee will be sent details of the recruitment process and shortlisted candidates under separate confidential cover.
- 2.2 The Employment Committee will either make its appointment on 4 August, or if it needs additional time to consider its decision, it will reconvene as a formal Committee on a date to be agreed.

## **3 Financial Implications**

- 3.1 The post referenced in the report is included in the Establishment and is therefore budgeted accordingly.

**Financial Implications reviewed by: Richard Wyles, Assistant Director for Finance and s151 Officer**

## **4 Legal and Governance Implications**

- 4.1 The Council's Constitution provides that the Employment Committee appoints to posts at Assistant Director level. This appointment will strengthen the Council's Housing Team and support to members.

**Legal Implications reviewed by: Graham Watts, Deputy Monitoring Officer**

## **5 Equality and Safeguarding Implications**

- 5.1 The Council's Recruitment and Selection Policy and procedures fully address the requirements of Equality and Diversity Legislation.

## **6 Risk and Mitigation**

- 6.1 There are no significant risks associated with the proposals. The proposals provide an opportunity to transform the Council's services and deliver better outcomes for the communities that we serve.

## **7 Other Implications (where significant)**

- 7.1 N/A

## 8 Background Papers

8.1 N/A

## 9 Appendices

9.1 Appendix A – Assistant Director of Housing, Job Description and Person Specification.

<b>Report Timeline:</b>	Date of Publication on Forward Plan (if required)	N/A
	Previously Considered by:	N/A
	Final Decision date	4 August 2021