



Combined Authority Board		Agenda Item
20 March 2024		15
Title:	Senior Appointments - AMENDED REPORT	
Report of:	Rob Bridge, Chief Executive Officer	
Lead Member:	Mayor Dr Nik Johnson	
Public Report:	Yes	
Key Decision:	No	
Voting Arrangements:	A simple majority of members present and voting. To be carried, the vote must include the vote of the Mayor, or the Deputy in place of the Mayor.	

Recommendations:	
A	Note the contents of this report.
B	Note that a further report will be submitted to the board, prior to the meeting of 20 March, following the interviews being held on Wednesday 13 March 2024 and Thursday 14 March 2024. This subsequent report will note the recommendations from the HR Committee on the preferred candidates. The recommendations of this subsequent report will require board approval.
C	To approve the recommendation made by the Members of the HR Committee at the meeting on 13 March 2024 that the preferred candidate be appointed to the Statutory position of Executive Director Resources (section 73 Officer).
D	To approve the short-term acting up appointment of the current Assistant Director of Finance to the statutory position of section 73 officer, if required, to take effect from 18 May 2024.
E	To approve the recommendation made by the members of the HR Committee at the meeting on 14 March 2024 that the preferred candidate be appointed to the statutory position of Director of Legal and Governance (Monitoring Officer).
F	Delegate to the Chief Executive the function of agreeing with the successful candidates the terms and conditions of appointment, including associated start date and any other requirements and actions necessary to finalise arrangements.

Strategic Objective(s):	
The proposals within this report fit under the following strategic objective(s):	
x	Achieving Best Value and High Performance

1. Purpose	
1.1	To outline the process that has been undertaken for the recruitment of the Executive Director Resources (Section 73 Officer) and the Director of Legal and Governance (Monitoring Officer), both of which are statutory roles within the Combined Authority.

2. Proposal

2.1	Both posts are senior strategic roles within the Cambridgeshire and Peterborough Combined Authority and hold statutory responsibilities. The roles both report to the Chief Executive and are members of the Corporate Management Team with responsibility for the management and coordination of employees within the Combined Authority.
2.2	At the time of publication of this report, final interviews had not taken place. Formal interviews will take place at the HR Committees being held on Tuesday 13 March 2024 and Thursday 14 March 2024. Recommendations from both HR Committees on these days will follow this report.
2.3	The board will be required to formally approve any candidates that are recommended for appointment due to both posts being Statutory posts.
2.4	It is requested that the names of the preferred candidates remain exempt from publication to allow time for the candidates to communicate their departure from their current organisations.

3. Background

3.1	The recruitment process adopted for both roles is being led by the Chief Executive and the Assistant Director of HR. The process has been supported by the Executive Director Resources and Performance (s73 Officer).
3.2	Penna Executive recruitment agency were appointed to support the Combined Authority with the search elements of the recruitment process through to the selection of recommended candidates.
3.3	Following national advertisements and executive searches undertaken by Penna, 20 applications were received for the role of Executive Director Resources with 6 candidates longlisted for technical interview. 18 applications were received for the role of Director of Legal and Governance with 4 candidates longlisted for technical interviews.
3.4	A shortlisted pool of candidates was proposed by Penna at the HR Committee held on the 8 March 2024. At this meeting a decision was made by the HR Committee to invite 2 candidates for final interview in respect of the Executive Director Resources position and 2 candidates in relation to the Director of Legal and Governance.
3.5	At the time of publication of this report, the formal interviews had not yet taken place. Candidates will be required to attend a formal interview with members of the HR committee on the 13 March 2024 for the role of Executive Director Resources and 14 March 2024 for Director of Legal and Governance. Additionally, stakeholder engagement took place with the candidates comprising a number of CEX's of CPCA constituent authorities. Other key CPCA staff and external partners engaged with candidates between 11 -13 March 2024. At the end of the stakeholder session participants took the opportunity to discuss and give feedback for the candidate which will be shared with the HR Committee on the 13 and 14 March. Psychometric assessment was also undertaken with candidates.
3.6	The HR Committees on 13 March 2024 and 14 March 2024 will be asked to formally vote on their preferred candidate for each post, details of which will be provided in a separate report following the committees.

4. Appendices

4.1	Exempt Appendix A: To follow after the completion of the formal interviews
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5. Implications

Financial Implications

5.1	Budget provision has been made for the positions within the staffing establishment, There are no additional financial implications.
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Legal Implications

6.1	These posts will be recruited to in line with the criteria and procedure set out in the Officer Employment Procedure Rules.
6.2	Chapter 12 Rule 2.1 of the constitution-Terms of Reference for the HR Committee provides: The functions of the HR Committee are: a) To make recommendations to Combined Authority Board on the appointment of the Head of Paid Service (Chief Executive), Monitoring Officer and Chief Finance Officer (“the statutory officers”).
6.3	Chapter 18, Rule 3.1(f) of the Constitution provides that: (a) The Combined Authority Board will approve the appointment of the Head of Paid Service (Chief Executive), the Monitoring Officer and the officer with the responsibilities set out in section 73(1) of the Local Government Act 1985 (Chief Finance Officer) (“the statutory officers”) following the recommendation of the Committee.

Public Health Implications

7.1	N/A
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Environmental & Climate Change Implications

8.1	N/A
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Other Significant Implications

9.1	N/A
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Background Papers

10.1	N/A
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