

Chief Officers' Employment Panel

AGENDA

DATE: Friday 7 September 2012

TIME: 10.00 am

VENUE: Committee Room 3,
Harrow Civic Centre

PLEASE NOTE: There will be Briefing for Members at 9.30 am in Committee Room 3

MEMBERSHIP (Quorum 3)

Chairman: Councillor Bill Stephenson

Councillors:

Thaya Idaikkadar
Sachin Shah

Susan Hall
Barry Macleod-Cullinane

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AGENDA - PART I

1. MEMBERSHIP

To note under the provisions of the formula membership the attendance of the following nominee:

Original Member

Nominee Member Attending

Councillor Margaret Davine

Councillor Sachin Shah

2. DECLARATIONS OF INTEREST

To receive declarations of disclosable pecuniary or non pecuniary interests, arising from business to be transacted at this meeting, from:

- (a) all Members of the Panel;
- (b) all other Members present.

3. MINUTES (To Follow)

That the minutes of the meetings of the Chief Officer Employment Panel held on 16 August 2012 be taken as read and signed as correct records.

4. EXCLUSION OF THE PRESS AND PUBLIC

To resolve that the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of confidential or exempt information under paragraph 1 (contains information relating to any individual), as defined in Part 1 of Schedule 12A to the Local Government Act 1972.

AGENDA - PART II

5. APPOINTMENT OF DIRECTOR FINANCE & ASSURANCE (Pages 1 - 12)

Upon interview of the short-listed candidate to consider making an appointment to the post of Director Finance & Assurance.

FOR CONSIDERATION

CHIEF OFFICERS' EMPLOYMENT PANEL MINUTES

16 AUGUST 2012

Chairman: * Councillor Bill Stephenson

Councillors: * Susan Hall * Barry Macleod-Cullinane
* Graham Henson * Sachin Shah

* Denotes Member present

11. Membership

RESOLVED: That, further to the formula membership of the Panel, the attendance of the following Nominee Members at this meeting be noted:-

Original Member	Nominee Member Attending
Councillor Thaya Idaikkadar	Councillor Graham Henson
Councillor Mrs Margaret Davine	Councillor Sachin Shah

12. Declarations of Interest

RESOLVED: To note that there were no declarations of interests made by Members.

13. Minutes

RESOLVED: That the minutes of the meeting held on 3 July 2012, be taken as read and signed as a correct record.

14. Exclusion of the Press and Public

RESOLVED: That in accordance with Part I of Schedule 12A to the Local Government Act 1972, the press and public be excluded from the meeting for the following item for the reason set out below:

<u>Item</u>	<u>Title</u>	<u>Reason</u>
5.	Resources Restructure	Information under paragraph 1 (contains information relating to any individual).

RESOLVED ITEMS

15. Resources Directorate Restructure

The meeting received a report of the Corporate Director Resources. Officers presented the report and recommendations and explained the reasons for the amendments to the job descriptions for the posts of Director of Legal and Governance Services and Director of Customer Services IT. Officers confirmed that the Trades' Unions had been consulted on the restructure.

Officers advised that an independent technical adviser would be available to support Members in the selection process for the Director of Finance and Assurance (Section 151 Officer).

RESOLVED: That (1) the proposed senior management structure for the Resources Directorate be noted;

(2) the draft job descriptions for the new statutory chief officer post of Director of Finance and Assurance (Section 151 Officer) and the updated job descriptions for the Director of Legal and Governance Services and Director of Customer Services and IT be agreed;

(3) authority be delegated to the Corporate Director of Resources, in consultation with the relevant Portfolio Holder and Chief Executive to make such further changes to chief officer job descriptions as are necessary to implement the proposed structure;

(4) the process for appointment to the post of Director of Finance and Assurance (Section 151 Officer) in accordance with the Council's Constitution and its adopted Protocol for Managing Organisational Change (PMOC) be agreed;

(5) the current Divisional Director Finance and Procurement be 'ring fenced' for interview for the new statutory chief officer post of Director of Finance and Assurance (Section 151 Officer).

(Note: The meeting, having commenced at 2.03 pm, closed at 2.15 pm).

(Signed) COUNCILLOR BILL STEPHENSON
Chairman

CHIEF OFFICERS' EMPLOYMENT PANEL MINUTES

16 AUGUST 2012

Chairman: * Councillor Bill Stephenson

Councillors: * Margaret Davine * Thaya Idaikkadar
* Susan Hall * Barry Macleod-Cullinane

* Denotes Member present

16. Declarations of Interest

RESOLVED: To note that there were no declarations of interests made by Members.

17. Exclusion of the Press and Public

RESOLVED: That in accordance with Part I of Schedule 12A to the Local Government Act 1972, the press and public be excluded from the meeting for the following item for the reasons set out below:

<u>Item</u>	<u>Title</u>	<u>Reason</u>
3.	Delegation of the Statutory Chief Officer Post of Director of Adult Social Services (DASS) to the Third Tier of the Organisation and Appointment to the Role	Information under paragraph 1 (contains information relating to any individual).

RESOLVED ITEMS

18. Delegation of the statutory Chief Officer post of Director of Adult Social Services (DASS) to the third tier of the organisation and appointment to the role

The meeting considered a report of the Corporate Director Community, Health and Wellbeing. Officers presented the report and recommendations. Members noted that there was no financial impact from the proposal and that it would not result in a significant change in the role of the Divisional Director of Adult Social Care.

RESOLVED: That (1) the statutory chief officer post of Director of Adult Social Services be a 3rd tier role within the Community, Health and Well-being directorate, reporting to the Corporate Director, Community, Health and Wellbeing;

(2) subject to the job description for the Corporate Director of Community, Health and Well-being being amended to reflect that in the absence of the Director of Adult Social Services the statutory role and duties of that post would revert to the Corporate Director of Community, Health and Well-being, the draft job description for the Director of Adult Social Services appended to the report and draft amendments to the job description for the Corporate Director, Community, Health and Wellbeing be agreed.

(3) the current Divisional Director Adult Social Care be appointed to the statutory chief officer post of Director of Adult Social Services.

(Note: The meeting, having commenced at 2.17 pm, closed at 2.36 pm).

(Signed) COUNCILLOR BILL STEPHENSON
Chairman