

Chief Officers' Employment Panel

AGENDA

DATE: Tuesday 6 November 2018

TIME: 2.00 pm

VENUE: The Boardroom, Middlesex Suite, Harrow Civic Centre, Station Road, Harrow, HA1 2XY

MEMBERSHIP (Quorum 3)

Chair: Councillor Graham Henson

Councillors:

Sue Anderson
Keith Ferry

Marilyn Ashton
Paul Osborn

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Useful Information

Meeting details:

Directions to the Civic Centre can be found at:
<http://www.harrow.gov.uk/site/scripts/location.php>.

Filming / recording of meetings

When present in the meeting room, silent mode should be enabled for all mobile devices.

Meeting access / special requirements.

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Agenda publication date: Monday 29 October 2018

AGENDA - PART I

1. MEMBERSHIP

To note under the provisions of the formula membership the attendance of any nominees.

FOR INFORMATION

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 (Pages 5 - 8)

That the minutes of the meeting of the Chief Officers' Employment Panel held on 18 October 2018 be taken as read and signed as a correct record.

4. EXCLUSION OF 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 information in breach of an obligation of confidence, or of exempt information as defined in Part I of Schedule 12A to the Local Government Act 1972:

| <u>Agenda Item No</u> | <u>Title</u> | <u>Description of Exempt Information</u> |
|-----------------------|---|---|
| 5. | Appointment of Chief Executive (Head of Paid Service) | Information under paragraph 1 (contains information relating to any individuals). |

AGENDA - PART II

5. APPOINTMENT OF CHIEF EXECUTIVE (HEAD OF PAID SERVICE) (to be circulated separately)

To consider the report of Penna with regard to the post of Chief Executive (Head of Paid Service) and to agree the candidates to be invited to interview.

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CHIEF OFFICERS' EMPLOYMENT PANEL MINUTES

18 OCTOBER 2018

Chair: * Councillor Graham Henson

Councillors: * Sue Anderson * Keith Ferry
* Marilyn Ashton * Paul Osborn

* Denotes Member present

6. Membership

Apologies for lateness were submitted on behalf of Councillor Paul Osborn.

RESOLVED: To note that there were no nominee Members in attendance.

7. Declarations of Interest

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

8. Minutes

RESOLVED: That the minutes of the meeting held on 28 June 2018 be taken as read and signed as a correct record.

RESOLVED ITEMS

9. Recruitment to the post of Director of Adult Social Services

Members received a report which set out the proposal for the permanent recruitment to the role of Director of Adult Social Services (DASS).

The Corporate Director, People (Interim) introduced the report and explained that interim arrangements had been in place for some months and it was now appropriate, following a major transformation re-structure within his directorate, to commence recruitment for a permanent DASS. The timing of the recruitment to this statutory post was also appropriate due to the current recruitment exercise for the role of Chief Executive who, once appointed, would be involved in the process. He emphasised that the Panel would interview the candidates and that he intended there to be cross party engagement in the recruitment process so that, moving forward, the successful candidate would have the full backing and support of Members.

The Chief Executive (Interim) endorsed the timing of the recruitment and recommended that Penna be commissioned to carry out the process as they were familiar with the organisation due to the current recruitment for the Chief Executive role and this was supported by Members. He added that partners also would be involved.

The Chair expressed the view that the informal stage of the recruitment exercise for the Chief Executive had worked well in that prospective candidates had been able to contact both him and the Leader of the Opposition in order to discuss the role. He suggested that this would also be useful for prospective candidates for the DASS role.

RESOLVED: That

- (1) the Corporate Director, People (Interim) begin the recruitment process for the statutory post of Director of Adult Social Services (DASS) at the D2 grade, as set out in the role profile attached at Appendix 1 to the report;
- (2) it be noted that the Corporate Director, People (Interim), following interview by members of the Chief Officers' Employment Panel, would appoint to the post of Director of Adult Social Services at the D2 grade.

10. 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(s) for the reasons set out below:

| <u>Item</u> | <u>Title</u> | <u>Reason</u> |
|-------------|---|--|
| 6. | Appointment of Chief Executive (Head of Paid Service) | Information under paragraph 1 (contains information relating to any individual). |

11. Appointment of Chief Executive (Head of Paid Service)

Members considered the applications for the post of Chief Executive (Head of Paid Service) received by Penna, the company engaged to carry out the recruitment exercise.

Representatives from Penna explained the process that had been followed and Members were now invited to agree the list of candidates to be progressed to the next stage.

RESOLVED: That the six candidates, as identified to Penna, be invited to progress to the next stage of the recruitment process.

(Note: The meeting, having commenced at 2.00 pm, closed at 3.46 pm).

(Signed) COUNCILLOR GRAHAM HENSON
Chair

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