

Appointments Sub-Committee	
Meeting Date	21 July 2020
Report Title	Recruitment of Chief Executive post
Cabinet Member	Leader of the Council, Roger Truelove
SMT Lead	N/A
Head of Service	N/A
Lead Officer	Bal Sandher, Head of HR Shared Services
Key Decision	No
Classification	Open
Recommendations	1. The Appointments Sub-Committee to agree the recruitment panel for the appointment of Chief Executive post.

1 Purpose of Report and Executive Summary

- 1.1 The purpose of this report is to agree which Members from the Appointments Sub-Committee will form part of the recruitment panel for the Chief Executive post.

2 Background

- 2.1 The Council has been without a Chief Executive in post since March 2019 and it has been agreed that the Council make arrangements for the recruitment of a Chief Executive/Head of Paid Service in accordance with the constitution rules.

The Appointments Sub-Committee of the Council as detailed in the Council's Constitution and Officer Employment Procedure Rules is required to make a recommendation to Full Council in respect of the appointment of the Head of Paid Service.

- 2.2 The Appointment Sub-Committee is made up of 7 Members and the Council needs to put in place practical arrangements to support the appointment of this post.
- 2.3 The Appointments Sub-Committee will need to agree a smaller number of its members to form a recruitment panel to ensure the numbers are manageable. It is important to note that nominated Members to form part of the recruitment panel must take part in all areas of the process to ensure consistency through all stages of the recruitment.
- 2.4 Given the significance of this appointment to the future of the Council, Members may take the view if they so wished, that the rest of the Members of the

Appointments Sub-Committee are kept informed of the process which would provide a broader involvement of members, though still remain on a manageable scale.

2.5 The recruitment panel for the post will also be supported by the Head of HR Shared Services and an external recruitment consultant to provide the specialist support in the search and assessment of applicants.

2.6 The provisional indicative timetable for recruitment including responsibilities is in appendix 1.

3 Proposals

3.1 The Appointments Sub-Committee to agree the recruitment panel for the appointment of Chief Executive post.

4 Alternative Options

4.1 The committee could choose to include all members of the Appointment Sub-Committee to be involved in all stages of the recruitment process. This is not recommended based on the numbers of members as well as internal and external individuals involved in the recruitment process.

5 Consultation Undertaken or Proposed

5.1 The Appointment Sub Committee will be consulted on the process and appointment of the Chief Executive.

6 Implications

Issue	Implications
Corporate Plan	The recommendations in this report are not directly related to any corporate plan priority, but attracting a high-calibre chief executive will be critical to delivering on all of them.
Financial, Resource and Property	The costs for the recruitment process (recruitment consultant, advertising, search and selection), salary and on costs for the Chief Executive post will be met within existing budgets.
Legal, Statutory and Procurement	The Appointments Sub-Committee as outlined in the Council's constitution will need to be involved in the appointment of the Chief Executive/Head of Paid Service post. The Committee will be also make the recommendation of the appointment to Full Council to approve.
Crime and	None identified at this stage.

Disorder	
Environment and Sustainability	None identified at this stage.
Health and Wellbeing	None identified at this stage.
Risk Management and Health and Safety	None identified at this stage.
Equality and Diversity	There is a requirement under the Equality Act 2010 to ensure that we promote equality of opportunity through a fair and transparent processes.
Privacy and Data Protection	None identified at this stage.

7 Appendices

- 7.1 The following documents are to be published with this report and form part of the report:
- Appendix I: Chief Executive recruitment timetable