

APPOINTMENT SUB- COMMITTEE

Subject Heading:	Appointment to the post of Chief Operating & Section 151 Officer
SLT Lead:	Andrew Blake-Herbert – Chief Executive
Report Author and contact details:	Geraldine Minchin – Strategic HR Business Partner, Ext 2240
Policy context:	The Councils Constitution sets out in Part 3: Responsibility for Functions, Section 1.2: Functions delegated to general council committees, that the Appointments Sub-Committee will appoint senior officers i.e. Director, Assistant Director and Head of Service (where reporting directly to the Director).
Financial summary:	There are no financial implications arising from this report save for the salary costs associated with the appointment which have been budgeted for.

The subject matter of this report deals with the following Council Objectives

Communities making Havering	<input type="checkbox"/>
Places making Havering	<input checked="" type="checkbox"/>
Opportunities making Havering	<input checked="" type="checkbox"/>
Connections making Havering	<input type="checkbox"/>

SUMMARY

Responsibility for the permanent appointment of senior officers that fall under the JNC for Chief Officers' terms and conditions of employment (i.e. Directors, Assistant Directors and Heads of Service) is delegated to the Appointment Sub-Committee under the Councils Constitution – Part 3 – Responsibility for Functions, Section 1.2 – Function delegated to general council committee.

RECOMMENDATIONS

That Members assess the candidates shortlisted for the Chief Operating & Section 151 Officer and determine the best candidate for the role.

REPORT DETAIL

In October 2018, the Chief Executive obtained the approval of the Leader of the Council to commence the recruitment process for the post of Chief Operating & Section 151 Officer post. Jobsgopublic were commissioned to provide an advertising and recruitment handling service which included their 'Smartsearch' option. An advert was also placed on the Council's website.

At the closing date (Monday 19th November) Jobsgopublic reported the following activity:

- 800 views
- 36 apply clicks
- 5 completed applications

Jobsgopublic undertook technical assessments by telephone and the five applicants were shortlisted down to four candidates who were selected to attend an interview with a panel consisting of the Chief Executive, the Leader, the Lead Member for Finance and Property and the Interim Chief Executive of oneSource.

Unfortunately, one candidate cancelled on the day of the panel interview due to illness. Of the three candidates that attended, two have been invited to attend the interview with members of the Appointment Sub-Committee on the 18th December 2018.

The information pack attached as Appendix A (exempt as this contains candidates' personal information) provides members with a summary of the candidates' performance.

IMPLICATIONS AND RISKS

Financial implications and risks: There are no financial implications or risks arising directly save for the salary costs which have been budgeted for.

Legal implications and risks: There are no legal implications or risks arising directly. The recruitment and selection process has been managed in accordance with the Councils policies and procedures and has been supported by the oneSource HR Service.

Human Resources implications and risks: There are no HR implications or risks arising directly. The recruitment and selection process has been managed in accordance with the Councils policies and procedures and has been supported by the oneSource HR Service.

Equalities implications and risks: There are no equalities implications or risks arising directly. The recruitment and selection process has been managed in accordance with the Councils policies and procedures and has been supported by the oneSource HR Service.