

<p style="text-align: center;"><b>COUNCIL THIRD SUPPLEMENTARY AGENDA</b></p>
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**30 March 2016**

**7 APPOINTMENT OF CHIEF EXECUTIVE** (Pages 1 - 4)

Supplementary report and draft minutes of Appointments Sub-Committee, 29 March 2016 attached.

**Andrew Beesley  
Committee Administration  
Manager**

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**COUNCIL, 30 MARCH 2016**

## **REPORT OF THE APPOINTMENTS SUB-COMMITTEE**

### **APPOINTMENT OF CHIEF EXECUTIVE**

On 29 March the Appointments Sub-Committee undertook interviews for the post of Chief Executive, such post being the Head of Paid Service and also Electoral Registration Officer and Returning Officer.

The Staff Employment Procedure Rules state that:

*“The full Council will approve the appointment of the Head of Paid Service following the recommendation of such an appointment by the Appointments Committee.”*

The Appointments Sub-Committee conducted interviews of three candidates who had shown themselves suitable for appointment having been rigorously scrutinised by stakeholder groups on 21 March and it satisfied itself as to the successful candidate’s experience and possession of the requisite skills and knowledge to perform the role.

The members of the Appointments Sub-Committee considered that each of the candidates were potentially appointable, but were unanimous in their preference for one of the candidates to be recommended to Council. The Staff Employment Procedure Rules state that:

*“An offer of an appointment as Head of Paid Service ... must not be made by the appointor until the appropriate notification has been advised to Cabinet, in accordance with regulations and objections have been received and considered. Such appointments must be in accordance with the appropriate terms and conditions of employment.”*

Due to the restricted timescale between the Appointments Sub-Committee’s convening and the meeting of Council, Cabinet members have been notified of the Sub-Committee’s recommendation and have until noon 30 March to register any objection(s) to the Proper Officer.

In the event of there being no objection(s), the Sub-Committee will (subject to the notification provisions of paragraph 14 of the Staff Employment Procedure Rules set out in part 4 of Havering’s Constitution) as abridged above:

**RECOMMEND to Council that Andrew Blake-Herbert, currently Deputy Chief Executive Communities and Resources be appointed Chief Executive and designated Head of Paid Service and Electoral Registration Officer and Returning Officer, to take effect as soon as possible.**

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**DRAFT MINUTES OF A MEETING OF THE  
APPOINTMENTS SUB-COMMITTEE  
TOWN HALL, MAIN ROAD, ROMFORD  
Tuesday 29 March 2016 (9.30am – 3.25pm)**

**Present:**

**COUNCILLORS:**

<b>Conservative Group</b>	Councillors Roger Ramsey (In the chair), Damian White and Wendy Brice-Thompson
<b>East havering Residents' Group</b>	Clarence Barrett (Vice Chair)
<b>Resident's Group</b>	Ray Morgon
<b>Independent Residents' Group</b>	Jeffrey Tucker
<b>UKIP</b>	+Ian de Wulverton

Yvonne Skingle – Director, Penna consultancy; Andrew Travers, Chief Executive LB Barnet; Caroline Nugent, Director of Human Resources and Organisational Development, oneSource, Anne Brown, Interim Assistant Director, Legal and Governance, oneSource and Steph Curnock, Occupational Psychologist were also present.

The Chairman announced the action to be taken in the event of an emergency.

Apologies for absence were received from Councillor Lawrence Webb. +Councillor Ian de Wulverton substituted for him.

There were no disclosures of interest.

**1 MINUTES**

The minutes of the meeting of the Committee held on 18 November 2016 were agreed as a correct record and signed by the Chairman.

**2 EXCLUSION OF THE PUBLIC**

**RESOLVED:**

**That the public be excluded from the remainder of the meeting on the grounds that it was likely that, in view of the nature of the business to be transacted or the nature of the proceedings, if members of the public were present during those items there**

would be disclosure to them of exempt information within the meaning of paragraph 1 of Schedule 12A to the Local Government Act 1972.

### **3 APPOINTMENT OF CHIEF EXECUTIVE**

The Sub-Committee, having seen the presentations of each of the three candidates invited for interview and satisfied themselves by questioning them in turn, then deliberated on their individual merits.

After careful consideration of the relative strengths and experience of the candidates as indicated by their application, their performance at the assessment centre, their presentation and by interview, the Committee agreed unanimously

#### **RESOLVED:**

**That:**

- a) **Andrew Blake-Herbert, currently Deputy Chief Executive, Communities and Resources, LB Havering, be recommended to be appointed to the post of Chief Executive, subject to the notification provisions of paragraph 9 of the Staff Employment Procedure Rules set out in part 4, Section 10 of Havering's Constitution and Council be recommended accordingly.**
- b) **The post be offered on the basis that**
  - (i) **The starting salary of £163,920 being exclusive of any 2016 cost of living increase,**
  - (ii) **The notice period being six months**
  - (iii) **The post holder being required to participate in any appraisal and development scheme that the Council may from time to time introduce, including a Performance Related Pay System or 360° feedback**
  - (iv) **All other terms and conditions being those determined by the JNC for Chief Executives as agreed and/or adopted and/or modified and/or varied by the London Borough of Havering.**
- c) **The appointment be subject to satisfactory references.**

The Committee recorded its thanks to the consultants and officers involved in the recruitment process and to Andrew Travers, the Chief Executive of LB Barnet and to Steph Curnock, Occupational Psychologist for their valuable support to the Sub-Committee.