

# **PERSONNEL COMMITTEE**

## **Chief Officer Recruitment**

**29 March 2017**

### **Report of the HR Service Manager**

#### **PURPOSE OF REPORT**

To enable the Committee to consider the approach in respect of recruiting the Chief Officer – Legal and Governance and the Interim Assistant Chief Executive.

This report is public.

#### **RECOMMENDATIONS**

- (1) That Personnel Committee consider and approve the content of the recruitment documents and process for the post of Chief Officer – Legal and Governance.**
- (2) That Personnel Committee confirm their involvement in the recruitment of the interim Assistant Chief Executive and, as appropriate, approve the recruitment documents.**

#### **1.0 Introduction**

1.1 At Cabinet on 14 February 2017 it was resolved at Minute 64:

- that the recruitment of a Chief Officer – Legal and Governance be recommended to Personnel Committee for the commencement of the recruitment process; and
- that the proposal regarding the appointment of an interim Assistant Chief Executive for 12 months be approved.

#### **2.0 Proposal Details**

2.1 Following the resolution at Cabinet, the recruitment of the Chief Officer – Legal and Governance and an interim Assistant Chief Executive will commence.

2.2 A draft information pack in respect of both appointments will be circulated to members before the meeting, for consideration. The information pack will contain recruitment information and a draft timeline for the appointment process.

#### **3.0 Conclusions**

3.1 Members are asked to consider and approve the draft information pack, so that the respective recruitment processes can commence.

**CONCLUSION OF IMPACT ASSESSMENT**

(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing):

No equality impact assessment required.

**LEGAL IMPLICATIONS**

There are no legal implications arising from this Report.

**FINANCIAL IMPLICATIONS**

Cabinet of 14<sup>th</sup> February 2017 agreed that any additional costs would be met from the Budget Support Reserve.

**OTHER RESOURCE IMPLICATIONS, such as Human Resources, Information Services, Property, Open Spaces:**

Human Resources will ensure that recruitment is conducted appropriately.

**SECTION 151 OFFICER'S COMMENTS**

The Deputy Section 151 Officer has been consulted and has no further comment.

**MONITORING OFFICER'S COMMENTS**

The Monitoring Officer has been consulted and has no further comment.

**BACKGROUND PAPERS**

Cabinet 14 February 2017.

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