

**Executive Team Recruitment**

**14 August 2018**

**Report of the Interim HR Manager**

**PURPOSE OF REPORT**

To enable the Committee to consider a request that Portfolio Holders are able to participate in the selection process for the newly agreed Directors

This report is public

**RECOMMENDATIONS**

**(1) That the Personnel Committee agrees to portfolio holders attending the final stage interviews for the 3 new Director roles in September 2018, should they request it, on the basis that:**

- a) Portfolio holders are able to provide their feedback to Personnel Committee following each interview
- b) Portfolio holders do not participate in the vote to appoint the successful candidates

**1. Background**

- 1.1 Following approval at full Council of the new Executive Team structure, recruitment processes have commenced, with a view to final interviews for the roles being held on 12<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup> September 2018. The interviews will be carried out by Personnel Committee members, the Chief Executive and an external specialist.
- 1.2 The Constitution confirms that it is for Personnel Committee to appoint candidates to these new roles, on the basis that the appointees would be employed on Chief Officer terms and conditions of employment. Only Committee members would have the right to vote on the outcome of these interviews.
- 1.3 It is anticipated that portfolio holders would work closely with those appointed to these new roles, in the same way they work currently with Chief Officers.

**2. Considerations**

- 2.2 Within Cabinet, there are a number of portfolio holders with specific responsibility for different elements of the Council's functions, as follows:

- Eileen Blamire, Communications, Performance Management, Democratic Services, Legal and HR
- Janice Hanson, Economic Regeneration and Planning
- Nathan Burns, Property Services, Car Parking, ICT and Customer Services
- Brendan Hughes, Community Safety, Clean and Green
- Darren Clifford, Leisure, Culture and Tourism, Climate Change
- Margaret Pattison, Markets, Voluntary Sector, Older People and Rural Areas
- Andrew Warriner, Housing and Environmental Health
- Anne Whitehead, Finance, Revenues & Benefits and Skills

- 2.3 Two members of Cabinet are also members of Personnel Committee and therefore will have the opportunity to participate in, and vote on the outcome of the interviews. Other Cabinet members may wish to observe and provide feedback to Personnel Committee following the interviews, should they be afforded the opportunity.

### **3. Conclusion**

- 3.1 It is suggested that the offer be made to portfolio holders to participate in the selection process as outlined in the recommendations above. This will enable the Personnel Committee to take into account the views of those members who have close links to the work which the newly appointed Directors will be required to oversee, in addition to the views of the Chief Executive and external specialist.

#### **CONCLUSION OF IMPACT ASSESSMENT**

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

None

#### **LEGAL IMPLICATIONS**

Decision making on these appointments is delegated to the Personnel committee by full council. The decision can only be made by the committee and the committee may only consider relevant information.

If an observer was to be permitted, they must be excluded when the committee considers the decision, they may not participate on the decision making process.

None committee members would not be entitled to speak to or ask questions of the candidates in the committee forum.

#### **FINANCIAL IMPLICATIONS**

None

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

None

#### **SECTION 151 OFFICER'S COMMENTS**

The S151 Officer has been consulted and has no further comments

#### **MONITORING OFFICER'S COMMENTS**

The constitutional arrangements provide for the decision to be made by Personnel Committee. The membership and terms of reference of personnel committee are set by the constitution. There is no barrier to observers being present but they are not participatory both in the discussion and decision making process.

#### **BACKGROUND PAPERS**

**Contact Officer:** Dave Rigby

**Telephone:** 01524 582180

**E-mail:** [darigby@lancaster.gov.uk](mailto:darigby@lancaster.gov.uk)