

TO: **COUNCIL**
26 APRIL 2017

ESTABLISHMENT OF AN APPOINTMENT COMMITTEE
Chief Executive

1 PURPOSE OF DECISION

- 1.1 The Chief Officer: ICT left the organisation late last year. An interim Chief Officer was engaged, with a brief to refresh the ICT strategy, develop an implementation plan and align the Councils ICT approach with the Transformation Programme; however, it was not intended that this would be a long term appointment. It is now necessary to agree a recruitment process to fill the vacancy of Chief Officer on a permanent basis. The Officer Employment Procedure Rules (Part 4, Section 12 of the Council's Constitution) are relevant to such appointments and this report invites the Council to establish an Appointment Committee for the post.

2 RECOMMENDATIONS

- 2.1 **That a Committee of the Council of five members (4:1), including at least one Member of the Executive (plus up to three substitute members per group) be appointed, with the following terms of reference:**

“To interview and appoint on behalf of the Council to the post of Chief Officer: ICT.”

- 2.2 **That nominated Members are appointed in accordance with political group wishes,**
- 2.3 **That three substitute Members are appointed in accordance with political group wishes.**

3 REASONS FOR RECOMMENDATIONS

- 3.1 To ensure that the appointment process is in accordance with the Council's Constitution.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 Not applicable.

5 SUPPORTING INFORMATION

Appointment Committee

- 5.1 A close examination of the need for the post has been carried out. The Chief Officer: ICT has a vital role in taking the Council forward, particularly given the pivotal role of ICT as an enabler of transformation, the major role of ICT in supporting an agile workforce, and of moving customer transactions to digital channels. Fully exploiting the potential of ICT is a key element of the transformation programme and is vital to ensuring that the Council's operations are properly developed and supported.

Unrestricted

- 5.2 Therefore there is a clear requirement to recruit to the post to ensure this crucial Council function is properly managed and led, and that the function continues to maximise the possibilities of emerging technology in order to effectively support the delivery of the Council's services, which will be changing in response to the changing environment for local government.
- 5.3 The Council's Officer Employment Procedure Rules, which form Part 4, Section 12 of the Constitution, deal with the arrangements for the appointment of officers at director and chief officer level. Those rules dictate that if it is proposed that an appointment to a post at this level is not made exclusively from within the Council's existing staff, it must be advertised externally. This is the case with the Chief Officer: ICT.
- 5.4 It is proposed that the Committee should comprise five Members and in order to reflect the political balance on the Council four of these Members should be drawn from the Conservative Group and the fifth seat should be taken by the Labour councillor, Councillor Mrs Temperton. In addition the Officer Employment Procedure Rules require that where a committee is to be established for the purposes of making an appointment it should include at least one Member of the Executive. Whilst it is a matter for political groups to make nominations, in this instance it would be appropriate for the Executive Member for Culture, Corporate Services and Public Protection and the Chairman of the Employment Committee to sit on the Committee. Nominations have been sought from the Conservative Group and will be tabled at the Council meeting.
- 5.5 In accordance with standard practice for post which requires a member panel, the Committee will be responsible for approving the shortlist of candidates prepared by officers, for interviewing those candidates and for making the final appointment.
- 5.6 It is anticipated that interviews for the post will be held in June following advertising and a preliminary shortlisting process.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Treasurer

- 6.1 There are no financial implications arising from the establishment of the Appointment Committee.

Borough Solicitor

- 6.2 The Appointment Committee process accords with the Council's constitution particularly Section 12 Part 4.

Equalities Impact Assessment

- 6.3 The recruitment process will be conducted in accordance with the Council's employment policies.

Strategic Risk Management

- 6.4 Not to recruit to the post would expose the Council to risk as the functions identified in paragraph 5.1 could not be carried out effectively.

7 CONSULTATION

Principal Groups Consulted

- 7.1 Group Leaders regarding composition of the Committee.

Method of Consultation

- 7.2 Discussion and email.

Representations Received

- 7.3 Not applicable

Background Papers

None

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