

**COUNCIL
26 MARCH 2003**

REPORT OF THE CHIEF EXECUTIVE APPOINTMENT COMMITTEE

1 INTRODUCTION

1.1 The Committee was appointed by the Council at its meeting on 4 December 2002. The Committee's Terms of Reference are set out in Minute 64.

1.2 The following Members were nominated by the Group Leaders to serve on the Committee and these nominations were subsequently confirmed by the Council:

Councillors Mrs Ballin, Beadsley, Bettison (Chairman), Edger (Vice Chairman), McCormack, Mills, Turrell and Ward.

Substitutes: Councillors Birch and Wade

2 MEETINGS

2.1 Three meetings of the Committee have taken place as follows:

22 January 2003

2.2 The first meeting of the Committee considered proposals for the recruitment process and other matters including the job application pack, selection process, advertising media and salary level.

2.3 The Committee also agreed that it would be necessary to engage some consultancy support for the short listing and interview processes.

6 March 2003

2.4 A competency matrix of skills required based on the agreed job profile and person specification was confirmed. The Committee went on to review all applications received against the agreed matrix and drew up a list of candidates to be invited to attend for interview.

18/19 March 2003

2.5 The Committee met to conduct interviews and make a final selection.

3 CONCLUSION

3.1 The recruitment processes adopted by the Committee led to an excellent field of high quality applicants. This enabled the Committee to interview an exceptionally strong short list of candidates and, following a comprehensive selection process over two days, to bring forward an unanimous recommendation to the Council.

3.2 All Members were notified of the Committee's recommendation on 19 March 2003 and no objections have been received from Executive Members. Accordingly the Committee now submits the following recommendation to the Council.

4 RECOMMENDATION

That Timothy Wheadon, currently Director of Corporate Services and Deputy Chief Executive of Bracknell Forest Borough Council be appointed Chief Executive with effect from 1 April 2003.

It is further recommended that Alexander Jack, Borough Solicitor, be appointed Monitoring Officer with effect from 1 April 2003.

Background Papers

Chief Executive Appointment Committee Agenda and Minutes – 22 January 2003, 6 March 2003 & 18/19 March 2003

Contact for further information

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Doc. Ref

committee/cttee/docs 2002-2003/council/26 march 2003/report of the chief ex cttee