



Town Hall, Upper Street, London, N1 2UD

AGENDA FOR PERSONNEL SUB-COMMITTEE

A meeting of the Personnel Sub-Committee will be held in Committee Room 4, Town Hall, Upper Street, N1 2UD - Islington Town Hall on, **25 June 2019 at 6.00 pm.**

Enquiries to : Philippa Green
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Despatched : 17 June 2019

Membership

Councillor Nick Wayne
Councillor Andy Hull
Councillor Richard Watts
Councillor Anjna Khurana
Councillor Jenny Kay

Substitute Members

Councillor Janet Burgess MBE
Councillor Una O'Halloran
Councillor Kaya Comer-Schwartz
Councillor Asima Shaikh
Councillor Diarmaid Ward
Councillor Claudia Webbe

Quorum: is 3 Councillors



A.	Formal Matters	Page
1.	Apologies for absence	
2.	Declarations of Substitute Members	
3.	Declarations of Interest	
4.	Minutes of the adjourned meeting of 31 May 2019 and the Minutes of the reconvened meeting on 6 June 2019	1 - 4
5.	Shortlisting of applicants for the post of Chief Executive	5 - 6

B. Exclusion of Press and Public

To consider whether, in view of the nature of the remaining items on the agenda, any of them are likely to involve the disclosure of exempt or confidential information within the terms of the Access to Information Procedure rules in the Constitution and, if so, whether to exclude the press and public during discussion thereof.

6. Shortlisting of applicants for the post of Chief Executive - exempt appendix

The next meeting of the Personnel Sub-Committee will be on 15 July 2019

London Borough of Islington

Personnel Sub-Committee - 31 May 2019

Minutes of the meeting of the Personnel Sub-Committee held at Committee Room 3, Town Hall, Upper Street, N1 2UD - Islington Town Hall on 31 May 2019 at 10.30 am.

Present: **Councillors:** Wayne, Watts, Webbe and Kay

Councillor Wayne in the Chair

1 APOLOGIES FOR ABSENCE (Item 1)

Apologies were received from Councillor Khurana. Councillor Claudia Webbe substituted for Councillor Andy Hull as the remit of the post was largely within Cllr Webbe's portfolio.

2 DECLARATIONS OF SUBSTITUTE MEMBERS (Item 2)

Councillor Webbe for Councillor Hull.

3 DECLARATIONS OF INTEREST (Item 3)

None.

4 MINUTES OF THE MEETINGS ON 11 JANUARY 2019 AND 17 MAY 2019 (Item 4)

RESOLVED:

The minutes of the meetings on 11 January 2019 and 17 May 2019 were agreed as a correct record of the meetings and the Chair was authorised to sign them.

5 APPOINTMENT OF THE CORPORATE DIRECTOR OF ENVIRONMENT AND REGENERATION (Item 5)

RESOLVED:

That the meeting be adjourned until 6 June 2019, to allow a further applicant to be interviewed.

The meeting ended at 2.20 pm

CHAIR

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London Borough of Islington

Personnel Sub-Committee - 6 June 2019

Minutes of the meeting of the Personnel Sub-Committee held at Committee Room 4, Town Hall, Upper Street, N1 2UD - Islington Town Hall on 6 June 2019 at 4.30 pm.

Present: **Councillors:** Wayne, Watts, Webbe and Kay

Councillor Wayne in the Chair

1 RECONVENE MEETING OF 31 MAY 2019 (Item 1)

RESOLVED:

That the meeting of 31 May 2019 be reconvened.

The apologies, attendees and declarations remain the same as the meeting of 31 May.

2 APPOINTMENT OF CORPORATE DIRECTOR OF ENVIRONMENT AND REGENERATION (Item 2)

RESOLVED:

2.1 That it be agreed that Keith Townsend be offered the post of Corporate Director of Environment and Regeneration.

2.2 That it be agreed that the salary will be within the range advertised for the post.

2.3 That it be noted that the offer of employment will be subject to the completion of the Executive notification procedure.

The meeting ended at 6.45 pm

CHAIR

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Report of: Acting Director of Law and Governance

Meeting of:	Date:	Ward(s):	Exempt
Personnel Sub-Committee	17 June 2019	N/A	

THE APPENDIX TO THIS REPORT IS NOT FOR PUBLICATION

SUBJECT: SHORTLISTING OF APPLICANTS FOR THE POST OF CHIEF EXECUTIVE

1. Synopsis

- 1.1 This report sets out the process and remaining steps in the process for the appointment of a new Chief Executive.

2. Recommendations

- 2.1 To short-list applicants for interview for the post of Chief Executive.
- 2.2 To note the procedure outlined in the Background section of the report below.

3. Background

- 3.1 Following the longlisting of applicants, Personnel Sub-Committee is asked to agree a list of candidates to be short-listed for interview.
- 3.2 Information relating to each application, the person specification, criteria for the post and information relating to the process followed to date are contained in the exempt Appendix.

4. Implications

4.1 Financial implications:

The salary for this post has been advertised as circa £180,000.

4.2 Legal Implications:

The recruitment process is being conducted in accordance with the Council's Constitution, Part 4 Procedure Rules – Officer Employment Rules, Rule 100.

Appointments must be made on merit (section 7 Local Government and Housing Act 1989).

4.3 Environmental Implications:

None

4.4 Resident Impact Assessment:

The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding. Following an initial review, it has been concluded that a full Resident Impact Assessment is not required as the appointment does not have direct impact on residents.

The recruitment process has been undertaken in accordance with the Council's recruitment procedures and members of the Sub-Committee have received training to ensure that the process is fair to all candidates.

5. Conclusion and reasons for recommendations

5.1 To shortlist applicants for the post of Chief Executive.

Exempt Appendix: Shortlisting panel information pack

Background papers: None

Final report clearance:

Signed by:



Acting Director of Law and Governance

17 June 2019

Date