



Report of: Acting Director of Law and Governance

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|-------------------------|--------------|-----------------|--------|
| 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THE APPENDIX TO THIS REPORT IS NOT FOR PUBLICATION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