

Supplementary Information Appointment of Executive Director Roles

EAST HAMPSHIRE DISTRICT COUNCIL &
HAVANT BOROUGH COUNCIL
JOINT HUMAN RESOURCES COMMITTEE
18 September 2019

Dear Councillor

I am now able to enclose, for consideration at next 18 September 2019 meeting of the Joint Human Resources Committee, the following supplementary information that was unavailable when the agenda was printed.

Agenda No Item

4 Appointment of Executive Directors Roles

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Report attached.

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NON-EXEMPT

EAST HAMPSHIRE DISTRICT COUNCIL AND HAVANT BOROUGH COUNCIL

JOINT HUMAN RESOURCES COMMITTEE

18th September 2019

APPOINTMENT OF DIRECTOR ROLES (x2)

**Report of the Head of Organisational
Development**

FOR DECISION

1.0 Purpose of Report

1.1 In line with the Councils' Standing Orders it is a requirement that the Council or its Joint Human Resources Committee make arrangements in connection with the permanent appointment of the Director (Regeneration and Place) and the Director (Corporate Services and Chief Finance Officer).

2.0 Recommendation

2.1 To agree that Joint Human Resources Committee will act as the appointment panel for the permanent Director roles.

2.2 To adopt the recruitment process for the Director roles as set out in paragraph 3.4 below.

2.3 To confirm and recommend to full council the post of Chief Financial Officer is linked to the post of Director Corporate Services.

3.0 Subject of Report

3.1 The Cabinet approved the interim appointments of the Service Directors for a period of six months effective from 1st January 2019. These appointments have been further extended since 1st July 2019 by the Head of Paid Service in agreement with the Leaders at each Council whilst the restructure of resources for the Tier 2¹ level is finalised and agreed. The Head of Paid Service has now confirmed the resources needed at this level (two Director posts) and would like to progress the permanent appointments to these two roles.

¹ Tier 2 refers to those roles which report directly to the Chief Executive

- 3.2 The Councils' Standing Orders require the Council or its Joint Human Resources Committee to make arrangements in connection with the appointment and to establish a Committee to act as the appointment panel. Each Cabinet will approve the appointments following the recommendation of such an appointment by the appointment panel.
- 3.3 The process for the appointment of a Director (Chief Officers) from an internal pool is set out in the constitution at Officer Employment Standing Order 83 (EHDC) and Officer Employment Standing Order 93 (HBC).
- 3.4 The process to be followed is set out below:
- a) Joint Human Resource Committee to agree the process to appoint to the permanent Director roles;
 - b) Joint Human Resources Committee to adjourn to hear a presentation from the Interim Service Directors and to ask any questions as required;
 - c) Joint Human Resource Committee to review all evidence provided and reach a decision on the suitability of the interim Service Directors to the respective roles;
 - d) Subject to the decision at (c) if the recommendation is to appoint either or both interim Service Directors permanently, the Head of Organisational Development will convey this recommendation to each Cabinet. Cabinet will be afforded the right to make an objection to the appointment prior to the appointment being formally confirmed.
 - e) If Joint Human Resources Committee deems either or both of the interim Service Directors unsuitable for the permanent roles, then the Head of Paid Service will be notified and alternative arrangements will be put in place.
 - f) Specifically, for the S151 role if the recommendation is to appoint the Director (Corporate Services and Chief Finance Officer) to this role permanently then the Head of Organisational Development will again convey this recommendation to each Cabinet. Cabinet will be afforded the right to make an objection to the S151 appointment prior to this recommendation being formally approved at full Council.

4.0 Implications

- 4.1 **Resources:** The cost of the permanent posts will be met from within existing budgets.
- 4.2 **Legal:** The process for the appointment of the Director role is set out in the Constitution at Officer Employment Standing Order 83 (EHDC) and Officer Employment Standing Order 93 (HBC).
- 4.3 **Consultation:** None

Agreed and signed off by:

Deputy S151 Officer: 16.9.19

Monitoring Officer: 16.9.19

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