

# HAVANT BOROUGH COUNCIL

## HR COMMITTEE

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### CHIEF EXECUTIVE INTERVIEWS

#### For Information

**Portfolio Holder:** Councillor Alex Rennie

**Key Decision:** No

**Report number:** HBC/098/2022

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#### 1. Purpose

This paper is submitted to HR Committee for information in preparation for final interviews for Havant Borough Council's permanent Chief Executive on 6 December 2022.

HR Committee is requested to review details of the candidates shortlisted for interview – candidates' details are contained in Appendix 1. There are four candidates to be interviewed by HR Committee.

#### 2. Recommendation

HR Committee recommend to Full Council to appoint the preferred candidate as chief executive.

#### 3. Executive Summary

Following a national advertising campaign, four candidates have been shortlisted from fifteen applicants for the CEX position, based on the requirements for the role, contained in the job description and process set out at HR Committee on 20 July 2022. All candidates will participate in final selection day on 6 December.

#### **4. Additional Budgetary Implications**

- a. There are no additional budgetary implications.

#### **5. Resource implications**

##### **a. Financial implications**

###### **Section 151 Officer comments**

A relevant base budget has been established to fund the permanent appointment of the Chief Executive along with the other senior appointments that are currently being progressed by the Council.

#### **6. Legal implications**

- a. The Council's general power to appoint staff is set out in Section 112 Local Government Act 1972. In Havant, the Chief Executive is also designated as the Head of Paid Service under Section 4 Local Government and Housing Act 1989. This is a statutory post with the duties set out in Section 4 (3) of the 1989 Act which includes reporting, on the coordination and discharge of the council's functions, number and grades of staff required, the organisation of staff and their appointment and proper management.
- b. The post is also designated as the Council's Returning Officer and Electoral Registration Officer for the purposes of legislation pertaining to electoral law.

### **Monitoring Officer comments**

By law the decision to appoint a new chief executive is reserved to full Council. This legal requirement is reflected in Part Two, Section F the Council's Constitution the Council's Constitution states. Notwithstanding this, Committee will assist the Council in this recruitment process in the form of interviews and recommendation for appointment

In terms of any offer of employment made, the Local Authorities (Standing Orders) (England) Regulations 2001, as amended, requires that councils must include in their procedural rules that an offer of appointment as the Head of Paid Service is subject to the approval of full Council. The Council's Constitution also reflects this.

## **7. Communications**

- a. The outcome of the final interview will be a recommendation by HR Committee to Full Council to appoint a preferred candidate.

## **8. Appendices**

- a. Details of shortlisted candidates

### **Agreed and signed off by:**

**Monitoring Officer:** Mark Watkins 01.12.2022

**Section 151 Officer:** Malcolm Coe 28.11.2022

### **Contact officer:**

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