



Meeting of the

# APPOINTMENTS SUB COMMITTEE

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Wednesday, 28 April 2010 at 12.30 p.m.

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## AGENDA – SECTION ONE

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### VENUE

M71 TOWN HALL, MULBERRY PLACE, 5 CLOVE CRESCENT,  
LONDON, E14 2BG

Members:	Deputies (if any):
Chair: Councillor Lutfur Rahman Vice-Chair: Councillor Ohid Ahmed	
Councillor Rania Khan Councillor Tim O'Flaherty	
<b>[Note: The quorum for this body is 3 Members].</b>	

If you require any further information relating to this meeting, would like to request a large print, Braille or audio version of this document, or would like to discuss access arrangements or any other special requirements, please contact: Angus Taylor, Democratic Services  
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# LONDON BOROUGH OF TOWER HAMLETS

## APPOINTMENTS SUB COMMITTEE

Wednesday, 28 April 2010

12.30 p.m.

### 1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

### 2. DECLARATIONS OF INTEREST

To note any declarations of interest made by Members, including those restricting Members from voting on the questions detailed in Section 106 of the Local Government Finance Act, 1992. See attached note from the Chief Executive.

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NUMBER**

**WARD(S)  
AFFECTED**

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### 3. UNRESTRICTED MINUTES

To confirm as a correct record of the proceedings the unrestricted minutes of the Appointments Sub-Committee held on 20<sup>th</sup> April 2010.

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#### **4. EXCLUSION OF THE PRESS AND PUBLIC**

In view of the contents of the remaining items on the agenda, the Committee is recommended to adopt the following motion:

“That, under the provisions of Section 100A of the Local Government Act 1972 as amended by the Local Government (Access to Information) Act 1985, the Press and Public be excluded from the remainder of the meeting for the consideration of the Section Two business on the grounds that it contains information defined as Exempt in Part I of Schedule 12A of the Local Government Act 1972.”

#### **EXEMPT/CONFIDENTIAL SECTION (PINK)**

The Exempt/Confidential (Pink) Committee papers in the Agenda will contain information which is commercially, legally or personally sensitive and should not be divulged to third parties. If you do not wish to retain these papers after the meeting please hand them to the Committee Officer present.

#### **5. EXEMPT/ CONFIDENTIAL MINUTES**

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To confirm as a correct record of the proceedings the exempt/ confidential minutes of the Appointments Sub-Committee held on 20<sup>th</sup> April 2010.

#### **6. APPOINTMENT OF SERVICE HEAD HUMAN RESOURCES AND WORKFORCE DEVELOPMENT (TO FOLLOW)**

To consider the report of the Interim Service Head Human Resources and Organisation Development, receive a presentation from and subsequently interview the short listed candidates for the post of Service Head Human Resources and Workforce Development.

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# Agenda Item 2

## NOTE FROM THE CHIEF EXECUTIVE

This note is guidance only. Members should consult the Council's Code of Conduct for further details. Note: Only Members can decide if they have an interest therefore they must make their own decision. If in doubt as to the nature of an interest it is advisable to seek advice **prior** to attending at a meeting.

### Declaration of interests for Members

Where Members have a personal interest in any business of the authority as described in paragraph 4 of the Council's Code of Conduct (contained in part 5 of the Council's Constitution) then s/he must disclose this personal interest as in accordance with paragraph 5 of the Code. Members must disclose the existence and nature of the interest at the start of the meeting and certainly no later than the commencement of the item or where the interest becomes apparent.

You have a **personal interest** in any business of your authority where it relates to or is likely to affect:

- (a) An interest that you must **register**
- (b) An interest that is not on the register, but where the well-being or financial position of you, members of your family, or people with whom you have a close association, is likely to be affected by the business of your authority more than it would affect the majority of inhabitants of the ward affected by the decision.

Where a personal interest is declared a Member may stay and take part in the debate and decision on that item.

**What constitutes a prejudicial interest?** - Please refer to paragraph 6 of the adopted Code of Conduct.

**Your personal interest will also be a prejudicial interest in a matter if (a), (b) and either (c) or (d) below apply:-**

- (a) A member of the public, who knows the relevant facts, would reasonably think that your personal interests are so significant that it is likely to prejudice your judgment of the public interests; AND
- (b) The matter does not fall within one of the exempt categories of decision listed in paragraph 6.2 of the Code; AND EITHER
- (c) The matter affects your financial position or the financial interest of a body with which you are associated; or
- (d) The matter relates to the determination of a licensing or regulatory application

The key points to remember if you have a prejudicial interest in a matter being discussed at a meeting:-

- i. You must declare that you have a prejudicial interest, and the nature of that interest, as soon as that interest becomes apparent to you; and
- ii. You must leave the room for the duration of consideration and decision on the item and not seek to influence the debate or decision unless (iv) below applies; and

- iii. You must not seek to improperly influence a decision in which you have a prejudicial interest.
- iv. If Members of the public are allowed to speak or make representations at the meeting, give evidence or answer questions about the matter, by statutory right or otherwise (e.g. planning or licensing committees), you can declare your prejudicial interest but make representations. However, you must immediately leave the room once you have finished your representations and answered questions (if any). You cannot remain in the meeting or in the public gallery during the debate or decision on the matter.

**LONDON BOROUGH OF TOWER HAMLETS**

**MINUTES OF THE APPOINTMENTS SUB COMMITTEE**

**HELD AT 2.00 P.M. ON TUESDAY, 20 APRIL 2010**

**MEETING ROOM M73, 7TH FLOOR, TOWN HALL, MULBERRY PLACE, 5  
CLOVE CRESCENT, LONDON, E14 2BG**

**Members Present:**

Councillor Ohid Ahmed	Lead Member Resources and Performance
Councillor Lutfur Rahman	Leader of the Council
Councillor Rania Khan	Lead Member Regeneration, Localisation and Community Partnerships
Councillor Tim O'Flaherty	

**Other Councillors Present:**

None.

**Officers Present:**

Kevan Collins	– (Chief Executive)
Steve James	– (Interim Service Head, Human Resources and Organisational Development)
Chris Naylor	– (Corporate Director, Resources)
Nazyer Choudhury	– (Interim Senior Committee Officer, Democratic Services)

**Other Advisors Present:**

Raj Tulsiani	– (Green Park – Interim and Executive Resourcing)
Shani Newbold	– (Green Park – Interim and Executive Resourcing)

**1. ELECTION OF CHAIR**

The clerk sought nominations for the Chair of the Appointments Sub-Committee, established by the Human Resources Committee to consider the appointment of a Service Head Human Resources and Workforce Development.

Councillor Rania Khan, Lead Member, Regeneration, Localisation and Community Partnerships, nominated Councillor Lutfur Rahman, Leader of the Council, as Chair of the Appointments Sub-Committee to consider the appointment of a Service Head Human Resources and Workforce Development. Councillor Ohid Ahmed, Lead Member, Resources and Performance, seconded the nomination.

There being no other nominations, it was:-

**RESOLVED**

That Councillor Lutfur Rahman, Leader of the Council, be appointed Chair of the Appointments Sub-Committee established by the Human Resources Committee to consider the appointment of a Service Head Human Resources and Workforce Development.

**COUNCILLOR LUTFUR RAHMAN IN THE CHAIR****2. ELECTION OF VICE-CHAIR**

Councillor Lutfur Rahman, Leader of the Council and Chair of the Appointments Sub-Committee, nominated Councillor Ohid Ahmed, Lead Member Resources and Performance, as Vice-Chair of the Appointments Sub-Committee to consider the appointment of a Service Head Human Resources and Workforce Development. Councillor Rania Khan, Lead Member, Regeneration, Localisation and Community Partnerships, seconded the nomination.

There being no other nominations, it was:-

**RESOLVED**

That Councillor Ohid Ahmed, Lead Member, Resources and Performance, be elected Vice-Chair of the Appointments Sub-Committee, established by the Human Resources Committee to consider the appointment of a Service Head Human Resources and Workforce Development.

**3. APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillor Peter Golds, Leader of the Conservative Group.

**NOTED****4. DECLARATIONS OF INTEREST**

No declarations of interest were made.

**5. UNRESTRICTED MINUTES**

The Chair **Moved** and it was –

**RESOLVED**



That the unrestricted minutes of the meeting of the ordinary meeting of the Appointments Sub-Committee held on 17 March 2010 be approved and signed by the Chair, as a correct record of the proceedings.

**6. EXCLUSION OF THE PRESS AND PUBLIC**

The Chair **Moved** and it was -

**RESOLVED**

That, under the provisions of Section 100A of the Local Government Act 1972 as amended by the Local Government (Access to Information) Act 1985, the Press and Public be excluded from the remainder of the meeting for the consideration of the Section Two business on the grounds that it contains information defined as Exempt in Part I of Schedule 12A of the Local Government Act 1972.

**SUMMARY OF EXEMPT/CONFIDENTIAL BUSINESS**

**7. EXEMPT/ CONFIDENTIAL MINUTES**

The exempt/confidential minutes of the meeting of the Appointments Sub-Committee held on 17 March 2010 were agreed as a correct record.

**8. SHORTLISTING OF CANDIDATE FOR THE POST OF HEAD OF HUMAN RESOURCES AND WORKFORCE DEVELOPMENT**

**8A SHORTLISTING OF CANDIDATE FOR THE POST OF HEAD OF HUMAN RESOURCES AND WORKFORCE DEVELOPMENT – ADDENDUM REPORT (RESULT OF PRELIMINARY INTERVIEW ASSESSMENTS).**

The Sub-Committee considered the original report and addendum thereto of the Interim Service Head Human Resources and Organisation Development, containing a longlist of candidates for the post of Service Head Human Resources and Workforce Development, and agreed a shortlist for interview.

The meeting ended at 2.28 p.m.

Councillor Lutfur Rahman  
Chair, Appointments Sub Committee

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# Agenda Item 5

By virtue of paragraph(s) 1, 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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