

**LONDON BOROUGH OF TOWER HAMLETS**

**MINUTES OF THE HUMAN RESOURCES COMMITTEE**

**HELD AT 7.30 P.M. ON MONDAY, 15 SEPTEMBER 2014**

**ROOM MP701, 7TH FLOOR, TOWN HALL, MULBERRY PLACE, 5 CLOVE  
CRESCENT, LONDON, E14 2BG**

**Members Present:**

Councillor Clare Harrisson (Chair)  
Councillor Khales Uddin Ahmed (Vice-Chair)  
Councillor Rachel Blake  
Councillor Dave Chesterton  
Councillor Alibor Choudhury  
Councillor Julia Dockerill  
Councillor Oliur Rahman

**Officers Present:**

Stephen Halsey	– (Head of Paid Service and Corporate Director Communities, Localities & Culture)
Corinne Hargreaves	– (Senior Manager, HR Strategy)
Simon Kilbey	– (Service Head, Human Resources and Workforce Development)
Meic Sullivan-Gould	– (Interim Monitoring Officer, Legal Services, LPG)

**1. ELECTION OF VICE-CHAIR**

Councillor Dave Chesterton **moved**, and Councillor Rachel Blake **seconded**, that Councillor Khales Uddin Ahmed be appointed Vice Chair of the Human Resources Committee for the municipal year 2014/15. There being no other nominations, it was

**RESOLVED –**

- (1) That Councillor Khales Uddin Ahmed be appointed Vice-Chair of the Human Resources Committee for the duration of the municipal year.

**2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST**

No declarations of disclosable pecuniary interest were made.

**3. UNRESTRICTED MINUTES**

The unrestricted minutes of the Human Resources Committee held on 12 March 2014 were presented for approval.

**RESOLVED –**

1. That the unrestricted minutes of the meeting of the Human Resources Committee held on 12 March 2014 be agreed and signed by the Chair, as a correct record of the proceedings.

**4. REPORTS FOR CONSIDERATION**

**4.1 Human Resources Committee Terms of Reference, Quorum, Membership and Dates of Meeting**

The report was introduced by Simon Kilbey, Service Head, HR and Workforce Development, who explained that the report set out the Committee's terms of reference, quorum, membership, and dates for the municipal year 2014/15 for information of members of the General Purposes Committee.

Simon Kilbey explained that the Human Resources Committee had five primary (constitutional) functions, as listed in appendix 1 of the report. He also explained that the Committee would continue to receive reports on relevant HR topics, such as the monitoring of staff, for noting and information purposes.

**RESOLVED –**

1. That the Human Resources Committee noted its terms of reference, quorum, membership and dates of future meetings as set out in appendices 1, 2 and 3 of the report of the Service Head, Democratic Services.

**4.2 Establishment of Appointments Sub-Committee**

The report was introduced by Simon Kilbey, Service Head, HR and Workforce Development, who explained that the report set out the procedures for the establishment of Appointments Sub-Committees for the consideration of the appointment of statutory and non-statutory senior management vacancies. The report was the same standardised report used in previous years that included its terms of reference (paragraph 4 for the report) and the process for appointment (paragraph 5 of the report).

**RESOLVED –**

1. That the terms of reference for Appointments Sub-Committees for the remainder of the municipal year 2014/15 as set out in paragraph 4.1 of the report of the Service Head, Democratic Services be approved.
2. That Appointments Sub-Committees be appointed as set out in paragraph 4.2 of the report and that the Service Head, Democratic

Services be authorised to agree the dates of Appointments Sub-Committee meetings and the membership of the Sub-Committee for each appointment that is required in accordance with nominations from the Group Leaders and Mayor.

3. That the process for appointment to Chief Officer and Deputy Chief Officer posts as set out in paragraph 5 of the report of the Service Head, Democratic Services be noted.

#### **4.3 Employment Options Savings Programme**

The Committee considered the report of the Service Head, HR and Workforce Development on the progress of the Employment Options Savings Programme. It was determined that consideration of this item would need to continue following the exclusion of press and public. [See item 7.1 below]

##### **RESOLVED –**

1. That the Employment Options Savings Programme and the next steps in the progression of the scheme be noted.

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

##### **RESOLVED –**

1. That in accordance with 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 on the grounds that the remaining agenda item contained information defined as exempt or confidential in Part 1 of Schedule 12A to the Local Government Act 1972.

#### **6. RESTRICTED MINUTES**

The restricted minutes of the Human Resources Committee held on 12 March 2014 were presented for approval.

##### **RESOLVED –**

1. That the restricted minutes of the meeting of the Human Resources Committee held on 12 March 2014 be agreed and signed by the Chair, as a correct record of the proceedings.

#### **7. EXEMPT REPORTS FOR CONSIDERATION**

## **7.1 Employment Options Savings Programme**

[Note this item is a continuation of the discussion of the Employment Options Savings Programme report that is listed at item 4.3 above.]

The Committee considered further details of the employment options savings programme including the potential impact on particular services.

### **RESOLVED –**

1. That the Employment Options Savings Programme and the next steps of the progression of the scheme be noted.

## **7.2 Senior Management Vacancies**

The Committee considered the report of the Service Head HR and Workforce Development on Senior Manager Vacancies. The committee examined the issues including the existing status of the posts, any existing arrangements and the proposed recruitment plans. It was noted that a further report would be presented to the next meeting of the Committee.

### **RESOLVED –**

1. That the officer recommendations be agreed.

## **8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT**

### **8.1 Recruitment of Chief Executive**

[Note – this item was taken in public session]

#### **Recruitment of Chief Executive**

The Human Resources Committee agreed to the urgent item that was not available five clear working days before the meeting so that the Service Head, HR and Workforce Development could commence the process to recruit a permanent Chief Executive as quickly as possible.

[Note – Stephen Halsey, Head of Paid Service, left the room for the duration of the discussion of this item to avoid causing prejudice to the discussion (as advised by the Monitoring Officer prior to the meeting)]

Simon Kilbey, Service Head, HR and Workforce Development, presented the report. He set out the existing situation including making reference to the Motion that had been passed at the Council meeting on 30 July 2014. The Motion was attached at Appendix A. He then set out the proposed timetable as follows:

- (a) specification details being sent to the 4 recruitment consultant firms that were on the council's framework agreement;
- (b) the proposals from the 4 recruitment consultant firms on the framework agreement would be assessed and the top 2 would be selected for presentation to the committee; and
- (c) the Committee receiving a report at its next meeting on 22 October that included:
  - (i) the assessment details of all the recruitment consultants involved and the proposal to select the preferred recruitment consultant; and
  - (ii) a briefing on the criteria and job description for the Chief Executive post.

Members then proceeded to discuss the report and a number of Members raised issues including:

- The most cost effective ways of advertising the post.
- How to ensure a smooth process that would result in the recruitment of a Chief Executive who could command general support.
- Whether the Mayor was in favour of recruiting a chief executive and whether there was a business case to justify the post. It was noted that some Councils had decided to delete the post.
- That simply recruiting a Chief Executive would not automatically improve political relationships at the Council.
- Whether there was a danger that the recruitment process could undermine existing officers.
- It was important to ensure proper dialogue with the political groups throughout the process.
- Clarification of the process by which the Mayor could object to an appointment should he so wish.

In response to questions, officers replied that:

- Recruitment Consultants were used as they had extensive expertise and had contacts to potential applicants.
- The recruitment process would be open and transparent and any appointment would be on merit.
- It was hoped that the candidates would have an opportunity to meet the political leaders and Mayor.
- There was a budget for the salary costs in corporate management vote for Directorate of Law Probity and Governance.
- The timetable was as set out but that it could potentially be subject to change.

#### **RESOLVED –**

- (1) That the Human Resources Committee role in the proposed recruitment of a Chief Executive and the indicative timetable attached at Appendix A of the Head of Paid Service's report be noted.

Under Procedural Rule 17.6, Councillor Alibor Choudhury and Councillor Oliur Rahman requested that their votes against the above resolution be recorded and Councillor Alibor Choudhury specifically requested that the following comments be noted:

- (a) The Mayor felt that he does not wish to have a Chief Executive;
- (b) The case for a Chief Executive was very shallow and that a business case was required;
- (c) The recruitment process was undermining the Head of Paid Service who was performing well in his interim role administering the Council;
- (d) That many councils had removed their chief executives so there was a case for not having a chief executive here.

The meeting ended at 9.17 p.m.

Chair, Councillor Clare Harrisson  
Human Resources Committee