

**LONDON BOROUGH OF TOWER HAMLETS**

**COUNCIL MEETING**

**WEDNESDAY 25<sup>TH</sup> JANUARY 2012**

**RECRUITMENT OF CHIEF EXECUTIVE - UPDATE**

**REPORT OF THE HUMAN RESOURCES COMMITTEE  
MEETING ON 18<sup>TH</sup> JANUARY 2012**

**Special Reasons for Urgency**

This report was not circulated with the Council agenda in accordance with the timescales set out in the Authority's constitution because the meeting of the Human Resources Committee reported herein took place after the agenda was despatched. The report is nevertheless recommended for consideration at this meeting in order to ensure that there is no delay to the recruitment process for the post of Chief Executive and to ensure continuity of the interim appointment.

**1. SUMMARY**

- 1.1 This report sets out the progress made so far in the recruitment to the post of Chief Executive, provides information on the revised timetable for the remaining stages of the process and recommends the Council to extend the current interim appointment pending completion of that process.

**2. RECOMMENDATIONS**

- 2.1 That the update on progress and the revised timetable for the recruitment to the post of Chief Executive be noted; and
- 2.2 That in view of the revised timetable proposed, the Council agree to extend the appointment of Aman Dalvi, Corporate Director, Development and Renewal, as Interim Chief Executive (Head of the Paid Service) until the Annual Council Meeting in May 2012.

### **3. BACKGROUND**

- 3.1 The provisions of Section 4 of the Local Government and Housing Act, 1989 require every relevant authority to “designate one of their officers as Head of the Paid Service”. At Tower Hamlets the post of Chief Executive is currently designated as the Head of the Paid Service. The full Council has responsibility for confirming the appointment of the Head of Paid Service.
- 3.2 On 21<sup>st</sup> September 2011 the Council received a report informing Members that the former Chief Executive would shortly be leaving the authority’s service to take up an appointment with the Education Endowment Foundation.
- 3.3 The Council agreed (inter alia):-
- To appoint Aman Dalvi to the position of Interim Chief Executive, with effect from 26 September 2011, until the date on which a new permanent Chief Executive takes up his/her post, allowing for a handover period of no more than one month beyond that date, subject to a maximum period as Interim of six months; and
  - That in the event that a permanent Chief Executive is not appointed by the end of a six months period Full Council will consider an extension to Aman Dalvi’s period as Interim.
- 3.4 The Council also agreed that the Human Resources Committee would convene without delay to commence the process of recruiting a permanent Chief Executive.

### **4. PROGRESS UPDATE**

- 4.1 The Human Resources Committee met on 28<sup>th</sup> September and 26<sup>th</sup> October 2011 and agreed a proposed timetable and process for the recruitment by the Appointments Sub-Committee to the post of Chief Executive (Head of Paid Service).
- 4.2 Since then the Appointments Sub-Committee has met on two occasions and has progressed the initial stages of the recruitment process including consideration of the job description, person specification and remuneration for the post of Chief Executive; and the specification and appointment of recruitment and selection consultants to manage the process.
- 4.3 Those consultants have now advised further on the practical detail of the recruitment exercise and in the light of this advice the Human Resources Committee on 18<sup>th</sup> January 2012 agreed a number of adjustments to the timetable for the remaining stages of the exercise. The revised timetable now

envisages the appointment of the new Chief Executive being confirmed at the Annual Council Meeting in May 2012.

- 4.4 The Committee also agreed revised arrangements for the membership of the Appointments Sub-Committee, proposed following discussions between the Mayor and the Chair of the Sub-Committee; and that the post of Chief Executive would be advertised on a fixed term basis for a period of three years, subject to a review of this decision should the recruitment consultants advise that the fixed term provision was acting as an impediment to high quality applicants.
- 4.5 The revised timetable for recruitment will extend beyond the period for which the current Interim Chief Executive has been appointed. The Human Resources Committee has therefore recommended that the Council extend this appointment until the proposed new date of 16<sup>th</sup> May 2012 (the Annual Council Meeting). Subject to this, the Committee has similarly agreed that the cover arrangements for the Interim Chief Executive's substantive post of Corporate Director, Development & Renewal will also be extended until that date.

## **5. COMMENTS OF THE CHIEF FINANCIAL OFFICER**

- 5.1 All proposals set out within the report, including the costs of the recruitment process for the post of Chief Executive will be contained within the relevant existing budget allocations.

## **6. CONCURRENT REPORT OF THE ASSISTANT CHIEF EXECUTIVE (LEGAL SERVICES)**

- 6.1 The statutory duty to designate a Head of Paid Service is referred to in paragraph 3 above. Additionally Article 12 of the Council's Constitution at paragraph 12.01 (c) provides that the Council has designated the officer holding the post of Chief Executive to be Head of the Paid Service.
- 6.2 The Local Authorities (Standing Orders) (England) Regulations 2001 ('the 2001 Regulations') require that the appointment of the Head of Paid Service (Chief Executive) must be confirmed by the Council.
- 6.3 Under the Council's Constitution the Human Resources Committee is required to establish an Appointments Sub Committee to consider the appointment of the Head of Paid Service (Chief Executive) and make recommendations to the Council. This recommendation is subject to a statutory objection process under which the Executive may lodge an objection to the proposed appointment.

6.4 Meetings of the Appointments Sub-Committee and the Council are subject to Access to Information rules requiring the publication of agendas a minimum statutory period in advance of the meeting.

## **7. IMPLICATIONS FOR ONE TOWER HAMLETS**

7.1 The process agreed by the Human Resources Committee will follow equalities best practice and the brief for the recruitment consultants is designed to ensure that a diverse range of potential applicants is attracted.

## **8. ANTI-POVERTY IMPLICATIONS**

8.1 There are no direct implications for anti poverty arising from the recommendations in this report.

## **9. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT**

9.1 There are no direct implications for environmental sustainability arising from the recommendations in this report.

## **10. RISK ASSESSMENT**

10.1. The proposals set out in this report will ensure the Council complies with the statutory requirements for the appointment of chief officers.

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### **Local Government Act, 2000 (Section 97)**

List of "Background Papers" used in the preparation of this report

Local Authorities (Standing Orders) (England)  
Regulations 2001

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