

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 Khaled Uddin Ahmed
Councillor Rachel Blake
Councillor Dave Chesterton
Councillor Alibor Choudhury
Councillor Julia Dockerill
Councillor Oliur Rahman

Officers Present:

Stephen Halsey	– (Interim Head of Paid Service / Corporate Director Communities, Localities and Culture)
Corinne Hargreaves	– (Senior Manager, HR and WD Strategy)
Simon Kilbey	– (Service Head, Human Resources and Workforce Development)
Jonathan Regal	– (Committee Officer)
Meic Sullivan-Gould	– (Interim Monitoring Officer)

1. ELECTION OF VICE-CHAIR

Councillor Dave Chesterton **moved**, and Councillor Rachel Blake **seconded**, that Councillor Khaled 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 Khaled 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. 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.

5. 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.

6. 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 9 below]

RESOLVED –

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

7. 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.

8. 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.

9. EMPLOYMENT OPTIONS SAVINGS PROGRAMME

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.

10. 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.

11. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

[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 Chowdhury specifically requested that the following comments be noted:

- (a) Mayor felt that he does not wish to have a Chief Executive;
- (b) case for a Chief Executive was very shallow and that a business case was required;
- (c) recruitment process was undermining the Head of Paid Service who was performing well in his interim role administering the Council;
- (d) 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