



WOKINGHAM BOROUGH COUNCIL

An Extraordinary Meeting of the **PERSONNEL BOARD** will be held in First Floor 12 - Civic Offices, Shute End, Wokingham RG40 1BN on **THURSDAY 4 OCTOBER 2018** AT **6.30 PM**

A handwritten signature in black ink, appearing to read 'Manjeet Gill', is written over a light grey rectangular background.

Manjeet Gill
Interim Chief Executive
Published on 26 September 2018



WOKINGHAM BOROUGH COUNCIL

Our Vision

A great place to live, an even better place to do business

Our Priorities

Improve educational attainment and focus on every child achieving their potential

Invest in regenerating towns and villages, support social and economic prosperity, whilst encouraging business growth

Ensure strong sustainable communities that are vibrant and supported by well designed development

Tackle traffic congestion in specific areas of the Borough

Improve the customer experience when accessing Council services

The Underpinning Principles

Offer excellent value for your Council Tax

Provide affordable homes

Look after the vulnerable

Improve health, wellbeing and quality of life

Maintain and improve the waste collection, recycling and fuel efficiency

Deliver quality in all that we do

MEMBERSHIP OF THE PERSONNEL BOARD

Councillors

Alistair Auty (Chairman)

Stuart Munro (Vice-Chairman)

UllaKarin Clark

Lindsay Ferris
Charles Margetts

Charlotte Haitham Taylor

Pauline Helliar-Symons

ITEM NO.	WARD	SUBJECT	PAGE NO.
40.		<p>APOLOGIES To receive any apologies for absence</p>	
41.		<p>DECLARATION OF INTEREST To receive any declarations of interest</p>	
42.		<p>PUBLIC QUESTION TIME To answer any public questions</p> <p>A period of 30 minutes will be allowed for members of the public to ask questions submitted under notice.</p> <p>The Council welcomes questions from members of the public about the work of this committee.</p> <p>Subject to meeting certain timescales, questions can relate to general issues concerned with the work of the Committee or an item which is on the Agenda for this meeting. For full details of the procedure for submitting questions please contact the Democratic Services Section on the numbers given below or go to www.wokingham.gov.uk/publicquestions</p>	
43.		<p>MEMBER QUESTION TIME To answer any member questions</p>	
44.	None Specific	<p>LONG LIST FOR PERMANENT CHIEF EXECUTIVE AND DIRECTOR LOCALITY AND CUSTOMER SERVICE To consider a report regarding the Long List for Permanent Chief Executive and Director Locality and Customer Service (<i>contains Part 2 sheets</i>).</p>	5 - 388
45.	None Specific	<p>EXCLUSION OF THE PUBLIC The Personnel Board will exclude press and public in order to discuss the Part 2 sheets of Agenda Item 44 above and to do so it must pass a resolution in the following terms:</p> <p>That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for</p>	

the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act (as amended) as appropriate.

Any other items which the Chairman decides are urgent

A Supplementary Agenda will be issued by the Chief Executive if there are any other items to consider under this heading.

CONTACT OFFICER

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Civic Offices, Shute End, Wokingham, RG40 1BN

Agenda Item 44.

TITLE	Long List for Permanent Chief Executive and Director, Locality & Customer Service
FOR CONSIDERATION BY	Personnel Board on 4 October 2018
WARD	None Specific
DIRECTOR	Chief Executive - Interim Manjeet Gill

OUTCOME / BENEFITS TO THE COMMUNITY

To approve the candidates to be taken forward to Long List Interview for the roles of Chief Executive and Director, Locality & Customer Services.

RECOMMENDATION

Members are recommended to:

- 1) Review the applicants submitted by the Executive Search firm, Penna
- 2) Support proceeding with longlist interviews for those classified as 'A' candidates
- 3) Consider those candidates classified as 'B' and decide which, if any to take forward for Long list interview
- 4) Accept the proposal to reject the candidates classified as 'C'

SUMMARY OF REPORT

Attached as Appendix 1 & 2 are the reports prepared by Penna for the Chief Executive and Director, Locality & Customer Service respectively which includes both the Candidate Brief that was presented to candidates, together with a summary of the applicants, the Executive Search firm recommendations and the candidate's c.v.'s and supporting statements.

Members are asked to review the reports, support recommendations with regard to 'A' candidates and 'C' candidates and then consider which of the 'B' candidates to take forward to Long list interviews with Penna and the technical interviewers.

Background

Chief Executive

The role is currently being covered by Manjeet Gill on an interim basis. Penna were selected as the most suitable Executive Search firm and have undertaken both headhunting and an extensive advertising campaign to identify suitable candidates.

Director Locality & Customer Services

Our current permanent Director has been successful in securing the role of Chief Executive at Slough Borough Council and Penna have been commissioned to undertake an Executive search to identify suitable candidates.

Analysis of Issues

Chief Executive

There are 16 candidates of which 8 are recommended to take forward for long list interview, 6 are recommended to be rejected and the remaining 2 need to be reviewed and a decision be made as to whether to long list.

For those c.v.'s Members are being asked to consider in depth, the C.V's and whether they meet the essential requirements of the job descriptions and decide whether these too should be taken forward for long list interview.

Director, Locality & Customer Service

There are 23 candidates of which 9 are recommended to take forward for long list interview, 8 are recommended to be rejected and the remaining 6 need to be reviewed and a decision be made as to whether to long list.

For those c.v.'s Members are being asked to consider in depth, the C.V's and whether they meet the essential requirements of the job descriptions and decide whether these too should be taken forward for long list interview.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	n/a	n/a	n/a
Next Financial Year (Year 2)	n/a	n/a	n/a
Following Financial Year (Year 3)	n/a	n/a	n/a

Other financial information relevant to the Recommendation/Decision

n/a

Cross-Council Implications

n/a

Reasons for considering the report in Part 2

The appendices contain personal information about the candidates

List of Background Papers	
Appendix 1 – Report prepared by Penna regarding Chief Executive applications - part 2 item	
Appendix 2 – Report prepared by Penna regarding Director, Locality & Customer Services – part 2 item	
Contact Sarah Swindley	Service Business Services
Telephone No Tel: 0118 974 6076	Email sarah.swindley@wokingham.gov.uk

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

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