



**WOKINGHAM
BOROUGH COUNCIL**

An Extraordinary Meeting of the **PERSONNEL BOARD** will be held in Board Room - Civic Offices on **WEDNESDAY 31 OCTOBER 2018 AT 6.45 PM**

Published on 23 October 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)
Lindsay Ferris
Charles Margetts

Stuart Munro (Vice-Chairman) UllaKarin Clark
Charlotte Haitham Taylor Pauline Helliar-Symons

- 53. APOLOGIES**
To receive any apologies for absence
- 54. DECLARATION OF INTEREST**
To receive any declarations of interest
- 55. None Specific APPOINTMENT OF INTERIM CHIEF EXECUTIVE 5 - 6**
To consider a report regarding the appointment of an Interim Chief Executive.
- 56. None Specific SHORT LIST FOR PERMANENT CHIEF EXECUTIVE AND DIRECTOR LOCALITY AND CUSTOMER SERVICES 7 - 152**
To receive a report regarding the Short List for the posts of Permanent Chief Executive and Director Locality and Customer Services. *(Contains Part 2 Sheets)*
- 57. None Specific EXCLUSION OF THE PUBLIC**
The Personnel Board will exclude press and public in order to discuss the Part 2 sheets of Agenda Item 56 above and also Agenda Item 58 and to do so it must pass a resolution in the following terms:

That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for 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.
- 58. None Specific DIRECTOR, CHILDREN'S SERVICES T&C'S 153 - 154**
To receive a report regarding the terms and conditions for the post of Director Children's Services.

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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Agenda Item 55.

TITLE	Appointment of Interim Chief Executive
FOR CONSIDERATION BY	Personnel Board on 31 October 2018
WARD	None Specific
LEAD OFFICER	Lead Specialist HR – Sarah Swindley

OUTCOME / BENEFITS TO THE COMMUNITY
N/A
RECOMMENDATION
That Council be recommended to appoint Heather Thwaites as interim Chief Executive until Personnel Board are able to interview and appoint a permanent Chief Executive, subject to no objections from the majority of the Executive.
SUMMARY OF REPORT
The Council needs immediate cover in the statutory role of Head of Paid Service until Personnel Board are able to interview and appoint a permanent Chief Executive.

Background

The current interim Chief Executive Officer has resigned. We currently have one experienced Director available to cover the role on a short term interim basis. Personnel Board is due to meet on 14 November to interview permanent candidates but in the meantime the Council needs an acting, or short term interim, Chief Executive and Head of Paid Service appointed.

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)	Nil	n/a	n/a
Next Financial Year (Year 2)	Nil	n/a	n/a
Following Financial Year (Year 3)	Nil	n/a	n/a

Other financial information relevant to the Recommendation/Decision
n/a

Cross-Council Implications
Whole council needs stability in leadership until permanent appointment is made

Reasons for considering the report in Part 2
N/A

List of Background Papers
n/a

Contact Sarah Swindley	Service Business Services
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Agenda Item 56.

TITLE	Short List for Permanent Chief Executive and Director, Locality & Customer Services
FOR CONSIDERATION BY	Personnel Board on 31 October 2018
WARD	None Specific
LEAD OFFICER	Lead Specialist HR – Sarah Swindley

OUTCOME / BENEFITS TO THE COMMUNITY

To approve the candidates to be taken forward to Short List Interview.

RECOMMENDATION

Members are recommended to:

- 1) Review the reports submitted by the Executive Search firm, Penna with regard to the long listed applicants for the permanent role of Chief Executive who attended Technical Interviews on 16 and 17 October and decide which, if any to take forward for Short List interview on 14 November;
- 2) Review the reports submitted by the Executive Search firm, Penna with regard to the long listed applicants for the permanent role of Director, Locality & Customer Service who attended Technical Interviews on 17 and 18 October and decide which, if any to take forward for Short List interview on 5 December

SUMMARY OF REPORT

Attached as Appendix 1 and 2 are the reports prepared by Penna which details their feedback from the Long list technical interviews for the roles of Chief Executive and Director, Locality and Customer Service, respectively. (*Part 2 sheets*)

Members are asked to review these reports and consider which of the candidates to take forward to short list interview.

Background

Chief Executive

The role is currently being covered 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

The previous 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

Analysis is contained in Appendices 1 & 2.

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

Appendices 1 & 2 contain personal information with regards to the long listed candidates

List of Background Papers

Appendix 1 – Chief Executive - report on Technical Interviews
Appendix 2 – Director, Locality & Customer Service – report on Technical Interviews
(Appendix 2 to follow)

Contact Sarah Swindley	Service Business Services
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By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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