



**WOKINGHAM
BOROUGH COUNCIL**

An Extraordinary Meeting of the **PERSONNEL BOARD** will be held in Board Room - Civic Offices on **TUESDAY 18 DECEMBER 2018 AT 9.15 AM**

Heather Thwaites

Heather Thwaites
Interim Chief Executive
Published on 10 December 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 Helliard-Symons

ITEM NO.	WARD	SUBJECT	PAGE NO.
78.		APOLOGIES To receive any apologies for absence	
79.		DECLARATION OF INTEREST To receive any declarations of interest	
80.	None Specific	PERMANENT RECRUITMENT OF DIRECTOR, LOCALITY AND CUSTOMER SERVICES To receive a report regarding the recruitment of the permanent Director Locality and Customer Services. <i>(contains Part 2 sheets).</i>	5 - 58
81.		EXCLUSION OF THE PUBLIC The Personnel Board will exclude press and public in order to discuss the Part 2 sheets of Agenda Item 80 above 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.	

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.

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Agenda Item 80.

TITLE	Permanent recruitment of Director, Locality and Customer Services
FOR CONSIDERATION BY	Personnel Board on 18 December 2018
WARD	None Specific
DIRECTOR	Chief Executive - Interim Heather Thwaites

OUTCOME / BENEFITS TO THE COMMUNITY

To appoint a permanent Director, Locality & Customer Services to ensure that front line services are effectively delivered.

RECOMMENDATION

To note the recruitment process and assess the candidates for appointment, agreeing the candidate to be offered the position, subject to the majority of the Executive having no objection.

SUMMARY OF REPORT

This report outlines the recruitment process for the permanent Director, Locality & Customer Services.

Background

The role is currently being covered through an internal secondment. Penna were selected as the most suitable Executive Search firm and have undertaken both headhunting and an extensive advertising campaign to identify suitable candidates.

Analysis of Issues

Penna were commissioned to seek candidates and following a thorough preselection, long listing and short listing process 5 applicants were invited to the final interview and selection day on 18 December 2018. Since short listing on 31 October 2 candidates have secured alternative roles and we therefore have 3 candidates to consider for the role. Please see candidates' information at Attachment 1 (part 2 sheet).

Interviews will be carried out by members of the Personnel Board on 18 December 2018. Questions for the panel are being developed in line with our Competency Framework and will be circulated prior to interview. Candidates have also been asked to prepare a presentation for Personnel Board on "What will be your key priorities in leading the Locality & Customer Services directorate in the next 3 months, 12 months, and over the next 3 years? What challenges do you foresee, and how will you overcome them" and will meet with a Stakeholder Panel, and the Executive Members who have portfolio responsibility within the Directorate.

At 09:15 on 18 December 2018 the Personnel Board will convene to prepare for interviews commencing at 09:30. The Board will determine their preferred candidate and make the recommendation to Executive, and subject to the majority of the Executive stating no objections, confirm the remuneration to be offered of £112,695, plus Performance Related Pay.

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

None

Cross-Council Implications

None

Reasons for considering the report in Part 2
Appendix – confidential personal information

List of Background Papers
Attachment 1 – Candidate Information Pack (part 2 sheet)

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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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