MEETING
CHIEF OFFICER APPOINTMENT PANEL

DATE AND TIME
FRIDAY 8TH DECEMBER, 2017
AT 10.00 AM

VENUE
HENDON TOWN HALL, THE BURROUGHS, LONDON NW4 4BQ

TO: MEMBERS OF CHIEF OFFICER APPOINTMENT PANEL (Quorum 3)

Chairman: Councillor Richard Cornelius
Vice Chairman: Councillor Daniel Thomas BA (Hons)

Ross Houston Barry Rawlings Joan Scannell

Substitute Members
Anthony Finn Kath McGuirk

You are requested to attend the above meeting for which an agenda is attached.

Andrew Charlwood – Head of Governance

Governance Service contact: Andrew Charlwood andrew.charlwood@barnet.gov.uk 020 8359 2014

Media Relations contact: Sue Cocker 020 8359 7039

ASSURANCE GROUP
ORDER OF BUSINESS

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<td>Declaration of Members' Disclosable Pecuniary Interests and Non-Pecuniary Interests</td>
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<td>RESOLVED – That under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the below item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 &amp; 2 of Part 1 of Schedule 12A of the Act (as amended)</td>
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<td>5.</td>
<td>Interview and Assessment by the Panel in Private Session</td>
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<td>Appointment of the Director of Public Health - Announcement of the Panel's Decision</td>
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FACILITIES FOR PEOPLE WITH DISABILITIES

Hendon Town Hall has access for wheelchair users including lifts and toilets. If you wish to let us know in advance that you will be attending the meeting, please telephone Andrew Charlwood andrew.charlwood@barnet.gov.uk 020 8359 2014. People with hearing difficulties who have a text phone, may telephone our minicom number on 020 8203 8942. All of our Committee Rooms also have induction loops.
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<th><strong>FIRE/EMERGENCY EVACUATION PROCEDURE</strong></th>
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<td>If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by uniformed custodians. It is vital you follow their instructions.</td>
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<td>You should proceed calmly; do not run and do not use the lifts.</td>
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<td>Do not stop to collect personal belongings</td>
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<td>Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions.</td>
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<td>Do not re-enter the building until told to do so.</td>
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Decisions of the Chief Officer Appointment Panel

25 January 2017

Members Present:-

Councillor Richard Cornelius (Chairman)
Councillor Daniel Thomas (Vice-Chairman)

Councillor Ross Houston       Councillor Joan Scannell
Councillor Barry Rawlings

1. **ABSENCE OF MEMBERS**

   All Members were present.

2. **DECLARATION OF MEMBERS’ DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS**

   None.

3. **APPOINTMENT OF THE CHIEF EXECUTIVE AND HEAD OF PAID SERVICE**

   **MOTION TO EXCLUDE THE PRESS AND THE PUBLIC**

   RESOLVED – That under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the below item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 & 2 of Part 1 of Schedule 12A of the Act (as amended)

4. **INTERVIEW AND ASSESSMENT BY THE PANEL IN PRIVATE SESSION**

   The Panel conducted the interviews and assessment in private session.

5. **APPOINTMENT OF THE CHIEF EXECUTIVE AND HEAD OF PAID - ANNOUNCEMENT OF THE PANEL’S DECISION**

   **RESOLVED –**

   1. That the Panel decided that Mr John Hooton be recommended for the appointment of Chief Executive and Head of Paid Service.

   2. That the appointment made by Panel is subject to the clearance of satisfactory employment checks.

   3. That the appointment is submitted to the next meeting of full Council on 31 January 2017 for ratification.

6. **ANY ITEM(S) THE CHAIRMAN DECIDES ARE URGENT**

   None.

The meeting finished at 3.00 pm
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The role of Director of Public Health was advertised externally. Applications received were assessed against the criteria within the role profile and five candidates were deemed suitable to progress through to the technical interview stage.

Members will be provided with some interview questions for their consideration. These will be found within the Member recruitment pack, which also includes full background to the candidates being put forward for interview.

Recommendations

1. That the Panel interview the candidate(s) for the post of Director of Public Health and if appropriate, make an appointment.

2. The appointment made by Panel will be subject to the clearance of satisfactory employment checks.
1. **WHY THIS REPORT IS NEEDED**

1.1 The Policy and Resources Committee on the 27\textsuperscript{th} March 2017 decided to develop a standalone public health service for Barnet from 1\textsuperscript{st} April 2018. Following the termination of the Inter Authority Agreement (IAA) with Harrow regarding the joint Public Health Service a new post of Director of Public Health was created to manage the new public health service in Barnet. The creation of this post was agreed by the General Functions Committee on 28\textsuperscript{th} June 2017.

1.2 As the post of Director of Public Health is designated as a chief officer in Article 9 the post is subject to approval by the Chief Officer Appointment Panel.

2. **REASONS FOR RECOMMENDATIONS**

2.1 The Chief Officer Appointment Panel is empowered to make final recruitment selection decisions in respect of roles designated as chief officers.

3. **ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

3.1 N/A

4. **POST DECISION IMPLEMENTATION**

4.1 Should the Chief Officer Appointment Panel consider it appropriate to appoint one of the candidates to the post, then the relevant offer process will commence, in line with the Council’s Recruitment and Selection Policy.

5. **IMPLICATIONS OF DECISION**

5.1 **Corporate Priorities and Performance**

5.1.1 The post in question is critical to the achievement of corporate priorities relating to public health.

5.2 **Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

5.2.1 The cost of the post and recruitment and selection exercise will be contained within existing budget provision.

5.3 **Social Value**

5.3.1 Not applicable in the context of this report

5.4 **Legal and Constitutional References**

5.4.1 Under Article 7 (Committees, Forums, Working Groups and Partnerships), the Chief Officer Appointment Panel is responsible for the appointment “To deal with Chief Officer Appointments, Discipline and Capability matters.” The
appointment should be made on merit in accordance with section 7 Local Government and Housing Act 1989.

5.5 **Risk Management**

5.5.1 None.

5.6 **Equalities and Diversity**

5.6.1 This process is governed by statutory requirements on equality of recruitment And by the Council’s own internal policies

5.7 **Consultation and Engagement**

5.7.1 Members of Panel will have received a separately circulated Member recruitment pack.

5.8 **Insight**

5.8.1 Not applicable in the context of this report

6. **BACKGROUND PAPERS**

6.1 None.
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