

<b>24 June 2015</b>	<b>ITEM: 13</b>
<b>Council</b>	
<b>To Appoint the Chief Executive and Head of Paid Service</b>	
<b>Wards and communities affected:</b> N/A	<b>Key Decision:</b> N/A
<b>Report of:</b> Councillor John Kent, Leader of the Council	
<b>Accountable Head of Service:</b> N/A	
<b>Accountable Director:</b> David Bull, Interim Chief Executive	
<b>This report is Public</b>	

## Executive Summary

The Council is required to appoint a Chief Executive and Head of Paid Service under Section 4 of the Local Government and Housing Act 1989. Thurrock's full Council has been designated this function under Article 4 of its Constitution.

The Council are requested to agree to the recommendation of the Interview Panel Established by the General Services Committee on the 23 June 2015

### 1. Recommendation(s)

- 1.1 That Lyn Carpenter be appointed as the Chief Executive and Head of Paid Service of Thurrock Council, subject to agreement on a start date and DBS check.**

### 2. Introduction and Background

- 2.1 On 27 May 2015, Full Council appointed Mr David Bull as its Interim Chief Executive following the resignation of Graham Farrant the current Chief Executive.
- 2.2 This report seeks Council's formal approval to appoint Lyn Carpenter as its Chief Executive and Head of Paid Service. The Interview Panel, acting as a sub-committee of the General Services Committee, short listed 5 possible candidates from a "long list" of 25.
- 2.3 The Panel made their final decision unanimously on 23 June 2015 and therefore recommend Council to formally appoint Lyn Carpenter as its Chief Executive and Head of Paid Service.

2.4 Lyn's work history started in the private leisure industry straight from university in 1987, before moving to the public sector at the London Borough of Bexley in 1992. Following a succession of moves and promotions joined Elmbridge as Assistant Director in 2000, then Merton in 2006 before becoming Director of Environment and Regeneration there a year later. She was headhunted to join Hammersmith & Fulham and, in 2009, became the Bi-Borough Director serving a combined population of around 360,000 residents with some of the greatest extremes of wealth and poverty in London. She chairs the tri-borough (also including Westminster City Council) Public Health Board and Violence against Women and Girls Board and is a member of the national Society of Local Authority Chief Executives Board (SOLACE).

### **3. Issues, Options and Analysis of Options**

3.1 Under Section 4 of the Local Government and Housing Act 1989, the Council has a statutory duty to appoint a designated Head of Paid Service. Similarly, where there is an unplanned break in continuity, the Council must act as quickly as possible to designate an alternative individual.

### **4. Reasons for Recommendation**

4.1 The recommendation in this report is the outcome of a formal recruitment process to appoint the Chief Executive and Head of Paid Service.

4.2 An Interview Panel of the General Services Committee, working in consultation with a team of recruitment professionals, has unanimously recommended the appointment of Lyn Carpenter as the Chief Executive and Head of Paid Service of Thurrock Council.

### **5. Consultation (including Overview and Scrutiny, if applicable)**

5.1 The Leader of the Council has notified the Proper Officer, in accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 and the Council's Employment Procedure Rules (in Chapter 10 of the Authority's Constitution) that there are no objections from Cabinet Members to the offer of appointment.

### **6. Impact on corporate policies, priorities, performance and community impact**

6.1 The recruitment of a permanent Chief Executive and Head of Paid Service is essential to the Council's continued improvement, strategic direction and stability.

## **7. Implications**

### **7.1 Financial**

Implications verified by: **Sean Clark**  
**Head of Corporate Finance**

The costs of the Chief Executive and Head of Paid Service have been included in the 2015/16 budget. The savings being made through this transitional period are being earmarked for the cost of recruitment and as a contribution towards the savings target in senior management.

### **7.2 Legal**

Implications verified by: **Fiona Taylor**  
**Head of Legal Services**

The Council is required to appoint a Chief Executive and Head of Paid Service under Section 4 of the Local Government and Housing Act 1989. Thurrock's full Council has been designated this function under Article 4 of its Constitution and pursuant to the 2001 Standing Orders (England) Regulations, Regs 3 and 5 and Schedule 1, Part 2, paragraph 4(1), which makes this a mandatory Standing Order for Leader/Cabinet Authorities

### **7.3 Diversity and Equality**

Implications verified by: **Natalie Warren**  
**Community Development and Equalities Manager**

The Council is under a statutory obligation to ensure that appropriate equality consideration is given in the exercise of its services and functions. This is set out under appropriate legislation, which includes the Race Relations Act 2000, the Disability Discrimination (Amendment) Act 2005, Sex Discrimination Act 1975 (as amended), Employment Equality (Religion or Belief) Regulations 2003 (Amended), and Employment Equality (Age) Regulation 2006.

Therefore, the Council is required to promote equality of opportunity between different equality groups in employment. This means ensuring that recruitment and selection is based on the skills and abilities needed to do the job, rather than other characteristics. The recommended candidate for this role will reflect a selection based on merit because of his skills, experience and previous expertise.

## **8. Other implications (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)**

- N/A

**9. Background papers used in preparing the report** (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- N/A

**10. Appendices to the report**

- N/A

**Report Author:**

Jackie Hinchliffe

Head of HR, OD and Transformation

<b>24 June 2015</b>	<b>ITEM: 14</b>
<b>Council</b>	
<b>Appointment of Monitoring Officer</b>	
<b>Wards and communities affected:</b> N/A	<b>Key Decision:</b> N/A
<b>Report of:</b> Councillor J. Kent, Leader of the Council	
<b>Accountable Head of Service:</b> N/A	
<b>Accountable Director:</b> David Bull, Interim Chief Executive	
<b>This report is Public</b>	

## Executive Summary

The Council is required to appoint a Monitoring Officer under Section 5 of the Local Government and Housing Act 1989. The appointment of the Monitoring Officer is reserved to the Council and cannot be made by any other body.

The Council are requested to agree to the recommendation of the Interview Panel Established by the General Services Committee on the 16 June 2015.

### 1. Recommendation(s)

**1.1 That David Lawson be appointed as Monitoring Officer of Thurrock Council.**

### 2. Introduction and Background

2.1 This report seeks Councils formal approval to appoint Mr David Lawson as Monitoring Officer following a meeting of the General Services Committee on 16 June, which unanimously agreed to recommend Council to appoint him to the post.

### 3. Issues, Options and Analysis of Options

3.1 Under Section 5 of the Local Government and Housing Act 1989, the Council has a statutory duty to appoint a designated Monitoring Officer.

### 4. Reasons for Recommendation

4.1 To appoint a new Monitoring Officer following a meeting of General Services Committee

**5. Consultation (including Overview and Scrutiny, if applicable)**

5.1 N/A

**6. Impact on corporate policies, priorities, performance and community impact**

6.1 N/A

**7. Implications**

**7.1 Financial**

Implications verified by: **Sean Clark**  
**Head of Corporate Finance**

There are no additional financial implications arising from this report as any additional cost is met from reduced charges relating to the previous Monitoring Officer.

**7.2 Legal**

Implications verified by: **Fiona Taylor**  
**Head of Legal Services**

In accordance with section 5 of the Local Government and Housing Act 1989, The Council must appoint an officer to be its designated Monitoring Officer. The steps taken to enable a formal appointment by the Council have been made in accordance with the provisions of the Employment Rules set out in Chapter 10 of the Constitution.

The appointment of the Monitoring Officer must be approved by Full Council and the officer to be appointed to this position must not be the Chief Finance Officer (Section 151 Officer) or the Head of Paid Service. The Local Government and Housing Act 1989 requires Councils to appoint a Monitoring Officer to ensure the lawfulness and fairness of Council decision making and the role of the Monitoring Officer at Thurrock is set out Chapter 1, Part 2, Article 12 of the Council's Constitution.

**7.3 Diversity and Equality**

Implications verified by: **Natalie Warren**  
**Community Development and Equalities Manager**

The Council is under a statutory obligation to ensure that appropriate equality consideration is given in the exercise of its services and functions.

7.4 **Other implications** (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

N/A

8. **Background papers used in preparing the report** (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- N/A

9. **Appendices to the report**

- N/A

**Report Author:**

Jackie Hinchliffe

Head of HR, OD & Transformation

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