

Committee(s):	Date(s):
Port Health and Environmental Services	4 July 2012
Open Spaces, City Gardens & West Ham Park	23 July 2012
Markets	25 September 2012
Subject: Chief Officer Appointment	Public
Report of: Town Clerk	For Information

Summary

The Terms of Reference approved by the Court (and approved by this Committee – Item 3, May 2012) did not reflect the dissolution of the Department of Environmental Services nor the wish to involve the Chairman of the Port Health and Environmental Services Committee in the appointment of the post of Director of Markets and Consumer Protection and the Director of Open Spaces. This report sets out how to resolve this satisfactorily.

Recommendations

It is recommended that:-

- The Corporate HR unit note the report and make the necessary preparations to give Port Health and Environmental Services Committee appropriate representation in the future appointments of the Director of Markets & Consumer Protection and Director of Open Spaces.
- The Terms of Reference of the Port Health and Environmental Services Committee be amended at the next appropriate opportunity to reflect the wishes of the Committee.

Main Report

1. Following the restructuring of the Built Environment, three Chief Officers now report to Port Health and Environmental Services Committee: the Directors of Markets and Consumer Protection, Open Spaces and the Built Environment.

2. However, the Terms of Reference in the White Paper approved in April 2012 for Port Health and Environmental Services Committee still reflect the previous responsibilities for the appointment of the Director of the Built Environment only (in consultation with the Planning & Transportation and Licensing Committees).

3. At the Port Health and Environmental Services Committee in May 2012, the Committee expressed a wish to involve the Chairman of the Port Health and Environmental Services Committee in the appointment of the post of Director of Markets and Consumer Protection and the Director of Open Spaces. This to reflect

the Committee's new responsibilities and the new Chief Officers that now report to the Committee.

4. The Corporation process for Chief Officer appointments is that the Chairman and Deputy Chairman of the employing committee and the Chairman of Establishment Committee be included on the panel (as well as the Town Clerk). If a Chief Officer reports to more than one Committee then each Committee should have representation on the appointment panel. The Chief Officer recruitment policy limits the panel to a maximum of seven panel members, so up to three Committees can potentially be accommodated.

5. Therefore it is recommended that the Port Health and Environmental Services Committee is consulted in any future appointment of the Director of Markets & Consumer Protection, with the Chairman and Deputy Chairman of Port Health and Environmental Services to sit on the appointment committee of the Director.

6. The Director of Open Spaces reports to the Committee on her oversight of the operation of the City of London Cemetery and Crematorium. The Committee has expertise and experience in a range of policy and operational issues relating to the management of the Cemetery operation, which do not arise in the Open Space Committees. It is therefore appropriate that the Port Health and Environmental Services Committee is represented on the appointment committee so that issues relating to the Cemetery are properly covered. It is recommended therefore that the Chairman of the Committee sits on the panel to represent the Committee.

7. The Town Clerk's department, Markets & Consumer Protection, Open Spaces and, Open Spaces and the Director of HR have been consulted on this report.

Conclusion

8. The changes recommended are implemented to resolve the discrepancy that emerged following the restructuring of the Built Environment.

Contact:

| *Mathew.lawrence@cityoflondon.gov.uk*