

Committee(s) Culture Heritage and Libraries	Dated: 18 September 2023
Subject: Senior Officer Recruitment	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	1, 2, 3, 4, 9, 10, 11, 12
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	NA
What is the source of Funding?	Existing funding
Has this Funding Source been agreed with the Chamberlain's Department?	NA
Report of: Executive Director Communities and CS	For Information
Report author: Judith Finlay	

Summary

Under the Senior Officer Recruitment Procedure, a Chief Officer should report the resignation/ retirement of a senior officer and propose a suggested recruitment timeframe. This report notes the retirement of a senior officer and proposes a recruitment plan.

Recommendation(s)

Members are asked to:

- Note the report.

Main Report

Background

1. The Head of Barbican and Community Libraries post holder left on 2nd September 2022 and an effective acting up arrangement has been in place since 5th September 2022.
2. It has been agreed to recruit permanently to this role and therefore the Committee is being appraised of the intention and timescale to recruit to this role.

Current Position

3. The post is a critical senior management position and its role and responsibilities have been assessed internally within the Department and evaluated as a key role.
4. The job description for the Head of Libraries has been updated to better reflect the duties of the post holder. There has been no change to the main purpose of the post, its grade or duties and responsibilities.

Proposals

5. Councillors will be involved in the permanent recruitment process. The level of involvement will be agreed with the Chair and Deputy.

Corporate & Strategic Implications

6. This is a key senior managerial specialist professional post critical to leading and providing strategic, operational, financial and stakeholder management of these important cultural and community assets, ensuring high standards in accordance with the policies laid down by the City of London Corporation and the Corporation's statutory obligations in managing the Library services.
7. There will be a small cost associated with the recruitment campaign and this will be met from the Department's Local Risk budget.

Conclusion

8. It is intended to have recruited to the post of Head of Barbican and Community Libraries by the winter of 2023.

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