

EAST RENFREWSHIRE COUNCIL

Wednesday 16 September 2015

Report by Deputy Chief Executive

POST OF HEAD OF ICT AND DIGITAL ENABLEMENT

INTRODUCTION

1. The Head of Information and Communications Technology (ICT) intimated his intention to resign in June 2015 following 25 years' service with local government and within East Renfrewshire Council since 1996. The Head of Service has made a significant contribution to the success of ICT in East Renfrewshire and this has been greatly valued.

2. The purpose of this report is to seek homologated Council approval for the recruitment procedure to allow the Council to move to the appointment of a new Head of Service.

RECOMMENDATION

3. It is recommended that the Council:

- i) notes the resignation of the Head of ICT;
- ii) homologates the action taken to commence the recruitment process;
- iii) approves the recruitment procedure as detailed and agrees to the use of an external advisor on the Appointments Committee;
- iv) considers the nomination of Elected Members to serve on the Appointments Committee.

RECRUITMENT PROCEDURE

4. The following is the timetable for the appointment to the post:

Post advertised:	11 September 2015
Closing date:	4 October 2015
Shortlisting by Interview Committee:	13 October 2015 (p.m.)
Shortlist by Assessment Centre:	26 October 2015
Interview date	3 November 2015

5. An Appointments Committee, comprising 5 Elected Members, should be established to shortlist and interview candidates, and to make an appointment to the post.

6. The post title has changed from Head of ICT to Head of ICT and Digital Enablement to reflect the transformation work that will be supported by this post.

7. Due to the technical content within this post it is recommended to bring an expert external advisor onto the Appointment Committee.

8. The assessment centre will focus on ensuring the candidates have the correct skills mix to be considered for appointment by the Committee.

FINANCIAL IMPLICATIONS

9. There are no additional financial implications as the Head of Service post will be replaced. All costs associated with the recruitment process will be found from within existing budgets.

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- iv) considers the nomination of Elected Members to serve on the Appointments Committee.

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