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**RECRUITMENT OF THE CHAIRMAN OF THE LATC (PROPOSED ARRANGEMENTS)**

Committee: LATC Establishment Committee

Date: 22 October 2015

Author: Chief Executive, Director Commercial & Corporate Services and Chief Financial Officer

[Q97]

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1.0 **ISSUE**

1.1 Job profile and proposed recruitment process for the Independent Chairman of the Local Authority Trading Company.

2.0 **RECOMMENDATION(S)**

2.1 Members are requested to:

- i) Approve the draft job profile as outlined in Appendix 1; and
- ii) Approve the recruitment process as set out in paragraph 4.4.

3.0 **BACKGROUND**

3.1 Members will have considered the proposed governance arrangements for the LATC (Ref: Agenda Item 6). The structure of the Board of Directors requires the recruitment of an Independent Chairman to ensure the activities and objectives of the LATC are carried out.

4.0 **PROPOSALS**

4.1 Attached as Appendix 1, is the job description and person specification for the Independent Chairman of the LATC. The job description and person specification has been developed following benchmarking against other similar roles within a LATC structure.

4.2 The remuneration is £12,000.

4.3 **Outline Proposed Process**

4.4 The proposed process is as follows:

2 November 2015	Advertising campaign goes live via a recruitment portal. The portal will target public and private sector networks to attract a wide variety of applicants and will be supported by a press release.
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- 20 November 2015 Closing date for applications.
- W/C 23 November 2015 Preliminary assessment of applications and shortlisting
- 17 December 2015 LATC Establishment Committee- Interview with shortlisted candidates
- 7 January 2016 Full Council- Appointment of Chairman

5.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

5.1 There are no financial implications arising from this report. The remuneration of the Independent Chairman will be considered by Council in January 2015.

6.0 APPENDICES

6.1 Appendix 1- Job Description and Person Specification.

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<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
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