Report for: Appointments Panel

Title: Appointment to the post of interim Chief Executive, Head of Paid Service, Returning Officer and Electoral Registration Officer

Report authorised by: Dan Paul, Chief People Officer

Ward(s) affected: All

Report for: Non-Key Decision

1. Describe the issue under consideration

1.1. The Appointments Panel is required to interview and recommend to Full Council an appointment of an interim Chief Executive, Head of Paid Service, Returning Officer and Electoral Registration Officer. Full Council will make the appointment.

1.2. The incumbent will be leaving the Council in early 2027. It is desirable that a new postholder is appointed before that in order to allow for a reasonable period of handover, and for the incumbent to provide assistance and support to the new postholder.

1.3. This is an interim appointment for a period of c.9 months. A full recruitment exercise for a new permanent postholder is expected to take place in 2027.

1.4. An expression of interest exercise in this interim position was undertaken from amongst the existing Corporate Director cohort. All Corporate Directors responded (one way or the other) and the Panel is required to interview candidates who expressed an interest.

1.5. In accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 and Part 4 Section K of the Council's Constitution applicable at the time of advertisement, the Appointments Panel is required to discharge the Council's functions in respect of the appointment of a suitable candidate to the post.

2. Cabinet Member Introduction

2.1. Not applicable.

3. Recommendations

3.1. To interview and recommend (if appropriate) the appointment to Full Council of a suitable candidate to the post of Interim Chief Executive, Head of Paid Service, Returning Officer and Electoral Registration Officer; subject to the objections

process of the Cabinet whereby the Appointments Panel may only make the recommendation when:

(a) no objection has been made by any member of the Cabinet, or
(b) if any objection is made, the Appointments Panel has declared itself satisfied that the objection is not material or well-founded.

3.2. Subject to (3.1) above, to recommend the salary on appointment to Full Council for approval. This must be on a point within the salary band that the Council has approved for this post in the Pay Policy, which is £215,235 to £243,360.

3.3. Subject to (3.1) above, any appointment made will take effect when the appointed candidate accepts in writing the contract of employment offered to him/her by the Council.

4. Reason for decision

4.1. To fill a senior post in the Council's organisation structure which is responsible for leading the delivery of services within the accountabilities of the role.

5. Alternative options considered

5.1. To fill this role from the wider interim market. This option will be considered if the Appointments Panel do not recommend an appointment from the current candidate field.

6. Background information

Not applicable

7. Contribution to strategic outcomes

7.1. The post plays a critical role leading the Council, responsible for the delivery of Council priorities and the Borough Plan.

8. Statutory Officers' comments

Corporate Director of Finance

8.1. The cost of the post can be met from the approved budget for this post.

Director of Legal & Governance (Monitoring Officer)

8.2. A local authority shall appoint such officers as it thinks necessary for the proper discharge by the authority of such of their functions (section 112 Local Government Act 1972).

8.3. In accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 ("the 2001 Regulations") and Part 4 Section K of the Council's Constitution, any proposed appointment to the post referred to in this report will be required to be recommended to Full Council for appointment by this

Committee. In addition, the 2001 Regulations state that where a committee or a sub-committee of the council is discharging the function of appointment on behalf of the authority, at least one member of the cabinet must be a member of that committee or sub-committee.

8.4. The offer of appointment shall only be made where:

(i) no objection has been made by any member of the Cabinet, or
(ii) if any objection is made, the Appointments Panel has declared itself satisfied that the objection is not material or well-founded.

8.5. In accordance with the Council's Pay Policy Statement and Part 3 Section B of the Constitution, where it is proposed to appoint an officer and the proposed salary is £100,000 per annum or more, the Appointments Panel must consider and approve the proposed salary. Full Council will make the final decision.

8.6. Under section 7 of the Local Government and Housing Act 1989, every appointment to a paid office or employment to a Council post must be made on merit.

9. Use of Appendices

None

10. Local Government (Access to Information) Act 1985

None