

Report for: Staffing & Remuneration Committee, 27 September 2017

Item number: 4

Title: Appointment to the post of Chief Executive and Head of Paid Service

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Ward(s) affected: All

Report for Key/ Non Key Decision/ Non Key Decision:

1. Describe the issue under consideration

- 1.1 The position of Chief Executive and Head of Paid Service became vacant upon the resignation of Nick Walkley. His employment with the Council terminated on 28 February 2017. With effect from 1 March 2017, interim arrangements for the Head of Paid Service have been in place.
- 1.2 The recruitment campaign commenced in January 2017 with a high profile advert and executive search. This produced a short list of four candidates recommended for progression to a final interview panel. A final Interview Panel took place on 10 March 2017.
- 1.3 An appointment was not made on the 10 March and the process was frozen. At that point, three of the four candidates were informed that they would not be taken any further in the process. The Interim Chief Executive has continued in post pending the restart of the process, which is now scheduled for final interview on the 27th September 2017.
- 1.4 In accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 and Part 4 Section K of the Council's Constitution, the Full Council will approve the appointment of the Head of Paid Service following the recommendation of such an appointment by this Staffing and Remuneration Committee.
- 1.5 The Council may only make or approve the appointment of the Head of Paid Service where:
 - (i) no objection has been made by any member of the Cabinet, or
 - (ii) if any objection is made, the Staffing and Remuneration Committee has declared itself satisfied that the objection is not material or well-founded

1.6 This Committee is therefore asked to consider the recommendation of the Interview Panel. Where the decision of this Committee is to recommend appointment of a candidate, this will be referred to Full Council meeting on 4th December 2017 for determination, on the salary as recommended by this Committee.

2. Cabinet Member Introduction

2.1 Not applicable

3. Recommendations

3.1 That this Committee consider the recommendation of the Interview Panel, and if this Committee is to recommend the appointment of a candidate, that this be referred to Full Council meeting on 4th December 2017 to determine, on the salary as proposed by this Committee. This salary will be in the range of £175,400 to £203,900 as set out in the Council's Pay Policy Statement 2017/18.

3.2 Subject to the above paragraph, in accordance with the Local Authorities (Standing Orders) (England) Regulations 2001, that all members of the Cabinet are informed of this Committee's recommendation to appoint the candidate on the terms set out, and are given the opportunity to object to the appointment. The meeting of the Full Council will be advised whether any material or well-founded objections to the proposed appointment have been made by the Cabinet, before taking a decision on the appointment.

4. Reason for decision

4.1 The Council is required to have an officer in post designated as the Head of Paid Service. This is the post of Chief Executive, which is currently vacant. Interim arrangements are presently in place. A permanent appointment to the role of Chief Executive and Head of Paid Service is preferable to ensure long-term strategic leadership of the Council.

5. Alternative options considered

5.1 To continue with the existing or alternative interim arrangements for the Head of Paid Service.

6. Background information

6.1 Penna Recruitment were engaged as the Council's executive search partner. A recruitment and selection campaign commenced in January 2017. The closing date for the campaign was 10 February 2017. Seven candidates were long-listed to proceed to first interview stage. The first round of interviews were conducted by Penna and a technical interviewer in order to assess the candidates' technical abilities and leadership qualities. The final Interview Panel took place on 10 March 2017, and interviewed four shortlisted candidates. The Interview Panel comprised of Cllr Kober, Cllr Sahota and Cllr Engert. The Interview Panel paused the process and did not recommend a candidate to this Committee, for appointment to the role of Chief Executive and Head of Paid Service. The Interim Chief Executive was the only candidate asked to remain in the process as the others were formally stood down.

- 6.2 The Interim Chief Executive has continued in post pending the official re-starting of the process. Cllr Kober engaged with Penna in early September 2017 to re-start the process, involving the one remaining candidate. This is in line with the decision in March 2017 to pause the process and inform three shortlisted candidates that they would not be taken any further in the process. Each stage of the process – that is, advertisement, longlisting, shortlisting and panel interviews - has, therefore, been open and competitive.
- 6.3 In order to ensure that the re-started process was robust, it involved the following elements:
- * The three representatives of partner organisations who participated in the original interview panel in March were asked to provide further and fuller feedback to the panel based on their experience since the March stakeholder activity.
 - * A technical interview was conducted with Penna and another London Local Authority Chief Executive, covering topics such as governance, finance, future landscape, political acumen in working with Members and operating in the London context.
 - * The candidate prepared a written strategic analysis exercise and presented this to the panel.
 - * The original panel of Cllr Kober, Cllr Sahota and Cllr Engert conducted a final interview with the candidate. The panel also received the feedback from the three partner organisations and the results of the technical interview, along with the previous assessments and behavioural profiling of Wave and Hogan.
- 6.4 In addition to the statutory functions of Head of Paid Service pursuant to section 4 Local Government and Housing Act 1989, the post of Chief Executive and Head of Paid Service is also designated as the Electoral Registration Officer (ERO) and Returning Officer (RO) for the Borough, in accordance with sections 8(2) (a) and 35 (3) of the Representation of the People Act 1983.

7. Contribution to strategic outcomes

- 7.1 This report makes a recommendation on the appointment to the role of Chief Executive and Head of Paid Service. This officer is responsible for leading the Council's workforce to deliver and achieve the strategic outcomes set by the Council.

8. Statutory Officers' comments (Chief Finance Officer (including procurement),

- 8.1 The Chief Finance Officer (S151) has been consulted on the preparation of this report and comments that costs of the appointment can be met from approved resources.

9. Assistant Director of Corporate Governance

- 9.1 In accordance with the Local Authorities (Standing Orders) (England) Regulations 2001 and Part 4 Section K of the Council's Constitution, the Full Council will approve the appointment of the Head of Paid Service following the recommendation of such an appointment by this Staffing and Remuneration Committee.
- 9.2 The Council may only make or approve the appointment of the Head of Paid Service where:

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

9.3 Following the decision of this Committee, the Cabinet will be notified of the proposals and afforded opportunity to object. The meeting of the Full Council on 4 December 2017 will receive verbal clarification from the Proper Officer as to the outcome of the objections process.

9.4 The proposed salary band for the post of Chief Executive and Head of Paid Service is in accordance with the Council's Pay Policy Statement 2017/18.

10. Use of Appendices

10.1 Not applicable

11. Local Government (Access to Information) Act 1985

11.1 Not applicable.