

Subject:
APPOINTMENT OF CHIEF EXECUTIVE

Status:
FOR PUBLICATION

Report to:
COUNCIL

Date:
25 MARCH 2009

Report of: CHIEF EXECUTIVE

Portfolio Holder: LEADER

Key Decision: No

Forward Plan General Exception Special Urgency

1. PURPOSE OF REPORT

To make recommendations on the appointment of a new Chief Executive and seek approval to the interim arrangements.

2. CORPORATE PRIORITIES

2.1 The matters discussed in this report impact directly on all of the corporate priorities and associated corporate objective.

- Delivering Quality Services to Customers (Customers, Improvement)
- Delivering Regeneration across the Borough (Economy, Housing)
- Keeping Our Borough Clean and Green (Environment)
- Promoting Rossendale as a cracking place to live and visit (Economy)
- Improving Health and Well-Being across the borough (Health, Housing)
- Well Managed Council (Improvement, Community Network)

3. RISK ASSESSMENT IMPLICATIONS

3.1 There are significant risks to the Council if it fails to recruit an effective Chief Executive in terms of delivery and successful implementation of the Council's priorities and desired outcomes.

4. BACKGROUND AND OPTIONS

4.1 The Council's current Chief Executive has submitted her resignation and her employment with the Council will finish on 5 April 2009. The Council therefore needs to appoint a successor.

- 4.2 The protocol to be followed for appointing a Chief Executive (or Head of Paid Service) is set out in the Council's constitution. A Committee is to be formed and membership must include at least one member of the Cabinet. It is recommended that a Committee be appointed comprising Leader of the Council, Deputy Leader of the Council, Leader of the Labour Group, Leader of the Liberal Democrat Group and Councillor P. Steen. The constitution also specifies that the proper officer to advise the Committee during the appointment process should be the Head of Human Resources (now titled Head of People and Policy).
- 4.3 Current benchmarking of the salary package offered in recent advertisements for similar posts shows that the present market conditions indicate it is in line with current levels. It is therefore suggested that the package remains unchanged and the Appointments Committee be granted delegated authority to offer a salary package that does not exceed £98,000.
- 4.4 The recruitment process will be supported by North West Employers, together with a serving Chief Executive. The cost for this will be approximately £2,500 which will be met from savings relating to the vacancy.
- 4.5 The appointment of a new Chief Executive is subject to the approval of Full Council following the recommendation of the Appointments Committee. Approval of the final remuneration package by the Council can take place at this stage.
- 4.6 Timetable
The advert for the post was published the week commencing 2 March 2009, with a closing date of 26 March 2009. The interviews are scheduled for the end of April 2009.
- 4.7 Interim Arrangements
It is recommended that the Deputy Chief Executive be appointed, on an honorarium basis, as Acting Chief Executive until a permanent appointment is made and the successful applicant takes up position.

It is also recommended that the Executive Director, Business be appointed as Returning Officer in the interim period, acting as Local Returning Officer for the European Election, and Deputy Returning Officer for the County Council Election.

COMMENTS FROM STATUTORY OFFICERS:

5. SECTION 151 OFFICER

- 5.1 Any financial implications will be met from existing budgets

6. MONITORING OFFICER

- 6.1 The report is accordance with the Council's Constitution.

7. HEAD OF PEOPLE AND POLICY (ON BEHALF OF THE HEAD OF PAID SERVICE)

The Human Resources implications are referred to in the report. The recruitment process will be conducted in accordance with the Council's Constitution and Recruitment and Selection Policy.

8. RECOMMENDATION(S)

- 8.1 That an Appointment Committee be formed consisting of the Leader of Council, Deputy Leader of Council, Leader of the Labour Group, Leader of the Liberal Democrat Group, Councillor P. Steen and Head of People and Policy.
- 8.2 Delegate authority to the Appointment Committee to offer a salary package not exceeding £98,000 (plus nationally agreed cost of living allowances) to a suitable candidate.
- 8.3 Approve the interim appointment of the Deputy Chief Executive, on an honorarium basis, as the Acting Chief Executive until a permanent appointment is made and the successful applicant takes up position.
- 8.4 Approve the Executive Director Business as Returning Officer for elections held during the interim period, acting as Local Returning Officer for European Elections and Deputy Returning Officer for County Council elections.

10. CONSULTATION CARRIED OUT

- 10.1 Consultation carried out with the Leader.

11. EQUALITY IMPACT ASSESSMENT

Is an Equality Impact Assessment required Yes / **No**

Is an Equality Impact Assessment attached Yes / **No**

12. BIODIVERSITY IMPACT ASSESSMENT

Is a Biodiversity Impact Assessment required Yes / **No**

Is a Biodiversity Impact Assessment attached Yes / **No**

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Background Papers	
Document	Place of Inspection
None	