



**Item No.**

**Ward/s**  
**ALL**

<b>Name of Group:</b>	<b>CABINET</b>
<b>Meeting Date:</b>	5 June 2007
<b>Directorate:</b>	Chief Executive
<b>Corporate Manager:</b>	Howard Crabtree
<b>Cabinet Meeting Date</b>	5 June 2007
<b>Agenda Status:</b>	Public part of Cabinet Agenda

<b>Report Title</b>	Recruitment of Chief Executive (Head of Paid Service)
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<b>Key Decision</b>	<b>YES</b>
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**1. Recommendations**

To proceed with the appointments process to appoint a Chief Executive (and Head of Paid Service) to this Council.

**2. Summary**

2.1 The council has in place the services of an interim Chief Executive who was appointed in March 2007.

2.2 The Council's Improvement Plan (May 2007) was written to address the recommendations in the Audit Commission's Report (February 2007). Action 2.1 in the plan is to produce "a clear, timed plan for the recruitment of the Chief Executive's post, including how the Council will seek to ensure that it makes a sound appointment".

### **3. Report Background**

3.1 This appointment and the transition and handover from the current Interim Chief Executive to a new permanent incumbent in the role are critical to the addressing the issues of managerial capacity highlighted in the Audit Commission's Progress Assessment.

3.2 A procurement exercise undertaken in May led to the appointment of Odgers, Ray and Berndtson to run the recruitment process and assist the Council secure the appointment of a suitable Chief Executive. Subject to approval of the recommendation in this report the assessment, interview and appointment of a new Chief Executive could be completed by the first week of August 2007. Depending on the notice period of the successful candidate the new post holder could be expected to take up the role at the latest by the beginning of November 2007.

3.3 Under the Council's constitution and Part II of the First Schedule to the Local Authorities (Standing Orders) (England) Regulations 2000, the Council will, in making this appointment;

- Complete a job description / person specification for the post
- Advertise the post
- Establish a committee or sub committee of the Council (which must include at least one member of the Executive) to recommend the appointment for approval by Council (this will be the Appointments and Appeals Committee).

### **4. Options and Evaluation of Options**

The Council has an interim Chief Executive in place. In order to strengthen its managerial capacity beyond this period the Council should proceed to appointment of a permanent replacement as soon as possible. Therefore alternative options to delay this action or not proceed to the appointment process are not viable approaches.

### **5. Resource Implications (including Financial Implications)**

The Council has undertaken a competitive process to appoint experienced consultants to manage this key appointment.

The estimated cost of recruitment is circa £50k including advertising, assessment centre / interview, candidate and other miscellaneous expenses.

## 6. Risk and Opportunity Issues

There are considerable risks to the Council if managerial capacity is not strengthened, this will form part of the Audit Commission's judgement on progress in their reviews scheduled for June and November 2007.

## 7. Consultees (Internal and External)

<b>Internal</b>	A wide range of internal / external Consultees views will be sought at the early stage of the process to help identify the requirements of a suitable Chief Executive for this Council.
<b>External</b>	

## 8. Compliance Issues

### A: How Proposals Deliver Priority Outcomes

#### **Recovery Plan**

Appointment of a Chief Executive is covered in Action 2.1 of the plan.

#### **Corporate Plan**

Increasing management capacity is a central component of the Council's Corporate Plan.

### B: Other Implications

#### **Other Strategies**

N/A

#### **Finance Comments**

N/A

#### **Legal Comments**

N/A

#### **Crime and Disorder Issues**

N/A



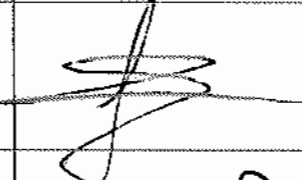

**Equality Impact Assessments**

The appointments process will comply with all equality policies and regulations.

**9. Background Papers**

Title	Description	Source

John Edwards, Interim Chief Executive

Name	Signature	Date	Ext.
Author	John Edwards	22/05/07	
Corporate Manager			
Director			
Monitoring Officer or Deputy (Key decision only)			
Section 151 Officer or Deputy (Key decision only)		24/5/07	