



**Committee:** CHIEF EXECUTIVE RECRUITMENT COMMITTEE

**Date:** TUESDAY, 28<sup>TH</sup> JULY 2020

**Venue:** THIS WILL BE A VIRTUAL MEETING

**Time:** 6.10 P.M.

## **A G E N D A**

1. **Appointment of Chair**
2. **Appointment of Vice-Chair**
3. **Apologies for absence**
4. **Declarations of Interest**

To receive declarations by Councillors of interests in respect of items on this Agenda.

Councillors are reminded that, in accordance with the Localism Act 2011, they are required to declare any disclosable pecuniary interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting).

Whilst not a legal requirement, in accordance with Council Procedure Rule 9 and in the interests of clarity and transparency, Councillors should declare any disclosable pecuniary interests which they have already declared in the Register, at this point in the meeting.

In accordance with Part B Section 2 of the Code Of Conduct, Councillors are required to declare the existence and nature of any other interests as defined in paragraphs 8(1) or 9(2) of the Code of Conduct.

5. **Items of Urgent Business authorised by the Chair**
6. **Proposal to extend the contract of the Interim Chief Executive**

Report of the Head of HR.

## **ADMINISTRATIVE ARRANGEMENTS**

### **(i) Membership**

Councillors Merv Evans, Andrew Gardiner, Tim Hamilton-Cox, Tricia Heath, Erica Lewis, Cary Matthews, Oliver Robinson, Stewart Scothern and Anne Whitehead

**(ii) Substitute Membership**

Councillors Paul Stubbins, Caroline Jackson and Geoff Knight

**(iii) Queries regarding this Agenda**

Please contact Stephen Metcalfe, Democratic Services - email:  
sjmetcalfe@lancaster.gov.uk.

**(iv) Changes to Membership, substitutions or apologies**

Please contact Democratic Support email [democraticsupport@lancaster.gov.uk](mailto:democraticsupport@lancaster.gov.uk).

MARK CULLINAN,  
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Published on Monday, 20<sup>th</sup> July 2020.

**CHIEF EXECUTIVE RECRUITMENT COMMITTEE****Proposal to extend the contract of the Interim Chief Executive****28 July 2020****Report of the Head of HR****PURPOSE OF REPORT**

To consider a proposal to grant an extension to the contract of the current Interim Chief Executive for the reasons set out in the report.

**This report is public.**

**RECOMMENDATION**

- (1) To consider an extension to the current contract of the Interim Chief Executive and to remove the word 'Interim' from the job title.

**1.0 Introduction**

- 1.1 Prior to the start of the Covid 19 pandemic there was a plan in place to review the extension of the current Interim Chief Executive, or to commence with a permanent recruitment process.
- 1.2 The pandemic started just as the process commenced and had to be placed on hold as of 31<sup>st</sup> March 2020.
- 1.3 The current Interim Chief Executive's contract is due to end on 31<sup>st</sup> October 2020.
- 1.4 There is a pressing need therefore to put in place measures to ensure the Council can fulfil its statutory duty and have a Head of Paid Service after this date.

**2. Proposal**

- 2.1 Members should be aware that timescales would not now allow for the successful recruitment of a permanent Chief Executive to the role before the current contract comes to an end in October 2020.
- 2.2 Members are also reminded of the highly proficient management of the Council during existing tenure, and it is proposed that the current contract be

extended for a further period to 31<sup>st</sup> March 2022.

- 2.3 It is also proposed to remove of the word “Interim” from the job title. The tenure would be a total of 3 years and interim is usually used for a short-term position.

### 3.0 Conclusion

- 3.1 The Chief Executive Recruitment Committee is asked to approve the proposal to extend the current contract to 31<sup>st</sup> March 2022. This would ensure continuity of management of the council during the recovery phase of the pandemic and would also allow sufficient time for the recruitment process to the permanent role.

<b>CONCLUSION OF IMPACT ASSESSMENT</b> (including Health & Safety, Equality & Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)
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N/A.

<b>LEGAL IMPLICATIONS</b>
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The Council must have in place a Head of Paid Service.

<b>FINANCIAL IMPLICATIONS</b>
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The budget for CERC recruitment is still in place for when it is required.

<b>OTHER RESOURCE IMPLICATIONS</b>
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**Human Resources:**

As set out in the report.

<b>SECTION 151 OFFICER’S COMMENTS</b>
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The s151 Officer has been consulted and has no comments to add.

<b>MONITORING OFFICER’S COMMENTS</b>
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The Monitoring Officer has been consulted and has no further comments to make.

<b>BACKGROUND PAPERS</b>
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