

Appointment to the Chief Executive Post 19 December 2018

Report of the Chair of Personnel Committee

PURPOSE OF REPORT

To enable Council to make a decision regarding the Chief Executive post, in view of the current Chief Executive's resignation.
--

This report is public

RECOMMENDATIONS

- (1) That Council agrees the recommendation of Personnel Committee, to set up a sub-committee of full council to appoint the Head of Paid service (Chief Executive).**
- (2) The sub-committee shall agree and implement the process for recruitment of the Head of Paid Service (Chief Executive), and agree any interim arrangements necessary.**

1.0 Background

- 1.1 The current Head of Paid Service (Chief Executive) has confirmed her intention to resign from the post.
- 1.2 In line with the constitution, any arrangements in relation to appointment to the Head of Paid Service (Chief Executive) role must be agreed and implemented by an ad hoc committee of full council, which must be constituted with regard to proportional representation, and include one member of the Cabinet.
- 1.3 Council's Officer Employment Procedure Rules in Part 4, Section 6 of the Constitution. Council is required to establish an ad hoc committee in line with rule 3 (a), shown below:

"In making arrangements for the appointment of the Head of Paid Service, the Council will on each occasion designate an appropriate ad hoc committee, constituted with regard to proportional representation, and including at least one member of Cabinet, to make a recommendation to Council on the appointment. The Council will approve the appointment of the Head of Paid Service following the recommendation of such Committee, and the Council must approve the appointment before an offer of appointment is made. In addition, in formulating the arrangements for the appointment, Council may request the involvement of the Cabinet, Overview and Scrutiny Committee and

the Personnel Committee at any stage of the process.”

- 1.4 The ad hoc committee will take all steps involved in the recruitment of the Head of Paid Service and make a recommendation to full council. Article 4.02 (i) requires full council to confirm the appointment of the Head of Paid Service.
- 1.5 Council should be aware there are number of significant pending events including elections and Council may consider the need for an interim officer in post to ensure continuity of planning.

2.0 Sub-Committee Membership

- 2.1 When the current Head of Paid Service (Chief Executive) was appointed, the ad hoc committee set up by Council to manage the appointment had 20 members. It is recommended by Personnel Committee that this time around, the sub-committee has 9 members. This would require the following numbers from each group:

Labour	5
Conservative	3
Green	1

4.0 Conclusion

- 4.1 Council is asked to support the recommendation of Personnel Committee in setting up the ad hoc committee to agree and implement the approach to recruitment to the Chief Executive post.

CONCLUSION OF IMPACT ASSESSMENT (including Health & Safety, Equality & Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

LEGAL IMPLICATIONS

The Head of Paid Service is a statutory post (pursuant to s4 Local Government and Housing Act 1989).
--

FINANCIAL IMPLICATIONS

There are no financial implications in relation to setting up the sub-committee. There may be costs to the Council in implementing the recruitment process, but these will not be known until a process is agreed by the sub-committee. As the post is currently included within the 2019/20 budget, should the permanent recruitment be delayed, salary savings could be available to meet recruitment, or other associated costs.

OTHER RESOURCE IMPLICATIONS**Human Resources:**

None

Information Services:

None

Property:

None

Open Spaces:

None

SECTION 151 OFFICER'S COMMENTS

The S151 Officer has been consulted and has no further comments to make.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has reviewed the report, and has no further comments.

BACKGROUND PAPERS

Contact Officer: Dave Rigby

Telephone: 01524 582180

E-mail: darigby@lancaster.gov.uk

Ref: