



COUNCIL

Report of: **Councillor Matthew Lee**
Leader of the Council and Cabinet Member for Human Resources and Cultural Services

Report to:	COUNCIL
Date:	15th June 2017
Subject:	Appointment of an Interim Chief Executive (Ref: CAB024)

Decision Proposal:	To approve the recommendation of the cross-party Panel formed to consider this matter
Relevant Cabinet Member:	Councillor Matthew Lee – Leader of the Council and Cabinet Member for Human Resources and Cultural Services
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SUMMARY

This report makes a recommendation for the appointment of an Interim Chief Executive for an initial 12 month period with the possibility of extending this further based on performance and progress made.

Appendix A contains the job description and person specification which formed the basis of the criteria that were used by a cross-party panel of Members formed to consider this matter, in making their selection and recommendation.

Appendix B shows the key objectives set out for this interim role for the first 12 months.

RECOMMENDATION

1. That the Council accepts the nomination of the Leader and approves Aidan Rave as the interim Chief Executive including the duties of Head of Paid Service, the Electoral Registration Officer (in fulfilment of the requirement of s.8 of the Representation of People Act 1983), the Returning Officer (under the requirements of S41 of the Local Government Act 1972) and the full range of duties set down in the Chief Executives Job Description set out in Appendix A of this report together with the specific objectives set out for the first 12 months of tenure.
2. That, due to the incumbent Chief Executive's planned leave, the statutory duties described above are transferred to Aidan Rave with effect from 16th June 2017.
3. That the proposed Employment Committee (subject to Council approval) undertakes to review the performance of the Interim Chief Executive in terms of progress made against the specific objectives as set out in Appendix B, and based on this, authorises any extension of the initial 12 month contract as appropriate, in consultation with the Leader.

1. BACKGROUND TO REPORT

- 1.1 The current Chief Executive leaves the employment of the Council on 3rd July, to take up a new role with South Cambridgeshire District Council. Due to annual leave commitments the Chief Executive's last working day at the Council will be 15th June 2017.
- 1.2 In order to deliver the Council's ambitious plans for the future, and to inject further energy and pace into our delivery of this, we have advertised externally and internally to attract and appoint an Interim Chief Executive with the necessary experience and a proven track record of delivering strategic change to come in and "kick-start" the Council's transformational journey. The interim Chief Executive will need to fundamentally transform the way that we deliver services to our communities for the better, as well as managing the day to day activities of the Council.
- 1.3 An external specialist interim recruitment agency was commissioned to identify and attract the best of potential recruits that matched the Council's requirements, and that possessed the required attributes as outlined in the person specification. Internal applicants were invited to apply via this same agency.
- 1.4 In order to see these changes through to implementation, an initial contract term of 12 months has been offered with a strong possibility of extending this further depending on performance and progress made.
- 1.5 This interim period will allow the Council to establish solid foundations for future growth and to consider, in the light of this, how it wishes to continue to move forwards in the future; and therefore the type of strategic senior management and leadership that will need to be in place to deliver this.
- 1.6 The Chartered Institute of Personnel and Development recognise the specific role that the use of Interim staff in senior positions can have in facilitating and

implementing organisational change. In an earlier survey conducted by them regarding the use of interims, the most popular response was to fulfil a short-term need (34 per cent) such as covering for staff absence. However a large number of respondents (30 per cent) said interims were brought on board to achieve a specific project, while steering an organisation through change (18 per cent). This research certainly supports the decision to propose an Interim appointment for this most senior position with the very specific brief to transform services and deliver a suite of key projects.

- 1.7 A cross-party Panel was formed, and met on 26th May to review the candidates selected and presented to them by the external recruitment agency, in order to agree the shortlist of candidates to be selected for interview. From the five candidates proposed, three were shortlisted for interview at this stage.
- 1.8 The Panel met again on the 31st May to conduct the interviews, and have recommended through the Leader the nomination being tabled before Council today. In accordance with the officer employment procedure rules, the Members of the Cabinet have been informed of the proposed appointment and no objection has been received to the proposal.

2. OTHER OPTIONS CONSIDERED

The recruitment of a permanent Chief Executive would normally take between six and twelve months depending on the required notice period. This would have represented a missed opportunity to start the Council's transformational journey, and a delay to the delivery of the required outcomes and improved services to our communities.

3. RESOURCE IMPLICATIONS

The salary offered for the interim role is within the budget already set.

4. RISK AND MITIGATION

There are no significant risks associated with the proposals. The proposals provide an opportunity to transform the Council's services and deliver better outcomes for the communities that we serve.

Category Risk	Action / Controls
None identified	N/A

5. ISSUES ARISING FROM IMPACT ANALYSIS

N/A

The Council's Recruitment and Selection Policy and procedures fully address the requirements of Equality & Diversity legislation.

6. CRIME AND DISORDER IMPLICATIONS

There are no crime and order implications relating to this report.

7. COMMENTS OF FINANCIAL SERVICES

This post is well established within the organisational staffing structure and therefore the budgeted costs are already included in the 2017/18 budget framework and included in the medium term financial plan.

8. COMMENTS OF LEGAL AND DEMOCRATIC SERVICES

S.112 of the Local Government Act 1972 provides that the local authority shall appoint such officers as it considers necessary for the proper discharge of its functions. A local authority is required to do this in accordance with the provisions of the Local Government and Housing Act 1989. This Act requires the appointment of statutory officers and the adoption of standing orders with respect to staff by Council. Standing orders have been adopted by this Council as set out in the Local Authorities (Standing Orders) (England) Regulations 2001 and the Officer Employment Procedure Rules in the Constitution.

9. COMMENTS OF PEOPLE AND ORGANISATIONAL DEVELOPMENT SERVICE

All relevant comments are included in the body of the report.

10. APPENDICES

Appendix A – Chief Executive Job Description and Person Specification
Appendix B – Key Objectives for the first 12 months

11. BACKGROUND PAPERS

The Constitution

<http://moderngov.southkesteven.gov.uk/ieListDocuments.aspx?MIId=3407>