

REPORT FOR: Chief Officers' Employment Panel

Date of Meeting:	28 th June 2018
Subject:	Recruitment Process for the appointment of a Chief Executive (Head of Paid Service)
Responsible Officer:	Hugh Peart, Director of Legal and Governance
Exempt:	No
Enclosures:	Role Profile – Chief Executive

Summary and Recommendations

This report sets out the proposal for the recruitment to the role of Chief Executive (Head of Paid Service).

Recommendations:

That the Director of Legal and Governance Services be authorised, following consultation with the Leader of the Council, to approach a recruitment agency to support the recruitment process for the position of Chief Executive (Head of Paid Service).

1. BACKGROUND

- 1.1 At its meeting on 24th May 2018, Council agreed that a report would be presented to this Panel before the end of June 2018 seeking authority to start the recruitment process for the position of Chief Executive (Head of Paid Service). This report seeks that authority and asks that the Panel authorise the Director of Legal and Governance Services to approach, following consultation with the Leader of the Council, a recruitment agency to support this recruitment process. Subject to a successful sourcing and application process, the Panel

would shortlist and interview candidates before recommending one to Council for appointment.

2. Legal comments

- 2.1 In accordance with the Council's Constitution, this Panel approves the appointment of Chief Officers and those positions with a remuneration package of £100,000 or over for any Council post.
- 2.2 As the role of Head of Paid Service is a statutory Chief Officer post, this Panel will need to make a recommendation to Council following the recruitment process.

3. Financial Implications

- 3.1 The salary for the Chief Executive (Head of Paid Service) is fully accounted for in the annual budget.
- 3.2 There will be additional costs incurred in appointing an agency to support this process. Depending on the services commissioned, these costs are likely to be in the range of 9% to 13% of the Chief Executive's annual salary.

Statutory Officer Clearance

Name: Dawn Calvert Chief Financial Officer

Date: 26th June 2018

Name: Hugh Peart Monitoring Officer

Date: 27th June 2018

Contact Details and Background Papers

Contact: Hugh Peart, Director of Legal and Governance Services