

READING BOROUGH COUNCIL

REPORT BY CHIEF EXECUTIVE

TO:	COUNCIL		
DATE:	29 TH JANUARY 2008	AGENDA ITEM:	12
TITLE:	APPOINTMENT OF INTERIM CHIEF EXECUTIVE		
LEAD MEMBER:	COUNCILLOR DAVID SUTTON	LEADER	
SERVICE:	RESOURCES	WARDS:	BOROUGHWIDE
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1. PURPOSE AND SUMMARY OF REPORT

- 1.1 To inform Council of the process for appointment to the post of Chief Executive and to seek approval for the proposed interim arrangements.
- 1.2 The current Chief Executive, Trish Haines, was appointed in November 2002 and is now leaving the Council to become Chief Executive of Worcestershire. Her last working day will be 28 February 2008. The Personnel Committee has agreed a process and timetable to recruit a new Chief Executive which will allow a recommendation to be made to full Council on 1 April 2008. There is therefore a need to make an interim appointment to cover the statutory duties of the Council's Head of Paid Service for the intervening period until the new Chief Executive is in post.

2. RECOMMENDED ACTION

- 2.1. That the recruitment process and timetable for the appointment of the new Chief Executive be noted;
- 2.2. That from 1 March 2008 until the new Chief Executive is appointed and in post, the following interim arrangements be made to assign the statutory Head of Paid Service and S151 Officer duties:
 - The appointment of the Director of Resources, David Peasley, to the post of Acting Chief Executive and Head of Paid Service, within the current Chief Executive salary scale.
 - The appointment of the Head of Finance, Alan Cross, to be the Council's Chief Finance Officer under the provisions of Section 151 of the Local Government Act 1972, and Section 113 of the Local Government Finance Act 1988.
- 2.3 That David Peasley, as Acting Chief Executive, undertake all the Proper Officer responsibilities and exercise all the delegations made to the Chief Executive; and be authorised to undertake all other duties which fall to the Chief Executive as set out in the Council's constitution and procedure rules, and its agreed policies and procedures;

2.4 That the Acting Chief Executive be authorised to agree any consequential arrangements that may be necessary from time to time in consultation with the Leader of the Council.

2.5 That at the end of the above interim arrangements both officers will return to their substantive posts, with the Director of Resources resuming the duties of the Council's Section 151 Officer and Alan Cross being designated Deputy Section 151 Officer.

3. POLICY CONTEXT

3.1 Under the Council's constitution, the Personnel Committee has responsibility to:

- appoint or arrange for the appointment of the Chief Executive and to settle all matters relating to this appointment, and
- to take any decisions affecting the remuneration, terms and conditions of service of the Chief Executive

3.2 The appointment of the Chief Executive (Head of Paid Service) must be approved by full Council, including any temporary appointment to this role.

3.3 At meetings held on 12th December 2007 and 14th January 2008, the Personnel Committee agreed a recruitment process for the new permanent appointment, incorporating the following aspects:

- Appointment by Member Panel comprising Cllrs Sutton, Lovelock, Pugh and Green
- Consultancy assistance from Solace Enterprises Ltd.
- Candidates to be sought through open advertisement (week commencing 28th January) and Executive Search
- Process culminates in a 2-day selection process (11th and 12th March 2008) involving (day 1) an assessment centre and presentations to an audience of Councillors and community partners; and (day 2) final interviews with the Member Panel.
- Proposed appointment to be reported to 1st April 2008 Council meeting for approval.

4 THE PROPOSAL

4.1 Interim Arrangements

The Personnel Committee has also considered and recommends that interim arrangements be made as follows, with effect from 1st March 2008:

- Appointment of the Director of Resources (Dave Peasley) to the post of Acting Chief Executive and Head of Paid Service, within the current Chief Executive salary scale.
- In the acting position, the Director of Resources will manage the Corporate Directors, but also retain parts of his substantive role, therefore other parts of the Chief Executive role to be assigned to Corporate Directors.
- Section 151 Officer responsibilities to pass to the Head of Finance (Alan Cross).

5 CONTRIBUTION TO STRATEGIC AIMS

- 5.1 Appointment to the Chief Executive post (interim and permanent) is crucial to the achievement of the Council's Strategic Aims.

6 LEGAL IMPLICATIONS

- 6.1 The mandatory Standing Orders derive from the Local Authorities (Standing Orders) (England) Regulations 2001, and were adopted by full Council on 26 March 2002.
- 6.2 Section 4 of the Local Government & Housing Act 1989 requires the Council to appoint a Head of Paid Service.
- 6.3 Section 151 of the Local Government Act 1972 requires every local authority to "make arrangements for the proper administration of their financial affairs and shall secure that one of their officers has responsibility for the administration of those affairs". The s151 officer is also Responsible Financial Officer under s113 of the Local Government Finance Act 1988 .

7 FINANCIAL IMPLICATIONS

The cost of the interim arrangements and recruitment costs can be funded from existing budgets.

8 BACKGROUND PAPERS

None.