



Report to Council

Subject Recruitment to Post of Deputy Chief Executive

Date 17th October 2007

Author Chief Executive

Purpose of Report

To establish an appointments panel for the appointment of a Deputy Chief Executive and to authorise the Chief Executive to appoint a firm of consultants to advise and assist in the recruitment process.

Background and Proposal

It is now necessary for the Council to consider filling the post of Deputy Chief Executive following the recent tragic death of Petar Kanuritch. I have, in consultation with the Leader of the Council and colleagues, considered whether the opportunity should be taken to undertake any restructuring of the Senior Management Team of the Council bearing in mind the progress in implementing the transformation programme, but I have concluded that the best course of action in all the circumstances would be for the current structure to be retained for the time being and for the post of Deputy Chief Executive to be filled.

Standing Orders relating to staff made pursuant to the Local Authorities Standing Orders (England) Regulations 2001 stipulate that, before any offer of employment in respect of a post at this level may be made, the Council has to appoint an Appointments Committee established for the purpose.

Given the significance of this post to the Council and its level within the organisation, it will also be necessary for outside assistance to be obtained in managing the recruitment process. There is a number of firms which specialise in such recruitment activities, assisting in managing shortlists and applying a range of selection techniques through what are called 'selection centres'. In accordance with Contract Standing Orders, proposals and quotations will be invited from at least 3 firms before any appointment is made. The cost of using consultants can be accommodated by virement from the salaries budget.

Recommendation

It is recommended that:

1. The Chief Executive is authorised to commence the process for recruiting to the vacant post of Deputy Chief Executive.
2. The Chief Executive be authorised to appoint consultants to advise and assist in the recruitment process.
3. An appointments panel comprising 5 members be established in order to make the final appointment.