

Report of the Head of Human Resources and Organisational Development

Chief Executive – Interim Arrangements

Summary

1. The current Chief Executive and Head of Paid Service leaves the Council's employ on 16 August 2009. The post holder is also the Electoral Registration Officer and Returning Officer for the City of York. This report seeks Council approval for the appointment of an Acting Chief Executive, Head of Paid Service and Proper Officer for elections, pending the arrival of a permanent new postholder. It also seeks approval to put in place related backfill arrangements.

Background

2. The Council is currently recruiting a new Chief Executive. The final selection process is due to take place on 13 and 14 July. If Council decides to make an appointment it is likely that the successful candidate will need to give notice of up to three months. This means that the earliest a permanent postholder could take up post is likely to be mid/late October 2009.
3. It is a statutory requirement that the Council has a Head of Paid Service, Electoral Registration Officer and Returning Officer. At City of York Council, as is usual, these functions are combined with that of Chief Executive. To meet the legal obligations it is therefore proposed to appoint an Acting Chief Executive, Head of Paid Service and Proper Officer for elections from 17 August 2009 until such time as a permanent postholder takes up post.

Consultation

4. Appropriate consultation on interim management arrangements has taken place.

Options

5. Two options for interim arrangements were considered:
 - 5.1 to recruit an appropriately qualified external consultant to act as Chief Executive and Head of Paid Service for the interim period.
 - 5.2 an internal acting up arrangement. Expressions of interest can be sought from existing staff within an appropriate ringfenced pool. Officers recommend that the most appropriate ringfence should be the current Deputy Chief Executive (who is also the Director of City Strategy).

Analysis of the options

- 5.3 Option 1. This was discounted because it would not provide continuity of leadership and could not be justified in terms of cost when an internal appointment was possible.
- 5.4 Option 2. The Deputy Chief Executive is well placed to discharge the responsibilities of Chief Executive and to provide stability and continuity of leadership in the interim period.
- 5.5 The recommended option is to appoint the Council's Deputy Chief Executive/Director of City Strategy as Acting Chief Executive and Head of Paid Service for the interim period

Corporate Priorities

- 6. Appointment of a suitable internal candidate would ensure the necessary continuity, focus and momentum for delivery of corporate priorities.

Implications

- 7. The following implications have been considered:

7.1 Financial

The current salary range for the Chief Executive is £130,000 – £145,000 per annum. It is proposed that an Acting Chief Executive be appointed at the bottom of the salary range, at £130,000 per annum. On the assumption that the acting arrangements would be in place for 3 months, this would generate a saving of £4,350 compared with the current salary costs for the Chief Executive.

Backfilling arrangements in City Strategy would also have financial implications. Proposals would be brought forward by the Director in consultation with the Executive Member for City Strategy and on the understanding that any costs must be contained within existing budgets.

7.2 Human Resources

Appointing the Director of City Strategy as Acting Chief Executive and Head of Paid Service would require backfilling arrangements to be put in place within City Strategy, subject to HR policy and appropriate member approval.

7.3 Equalities

These arrangements are in accordance with the Council's employment policies and practices.

7.4 Legal

There is no legal requirement for the Council to appoint a Chief Executive but there is a legal requirement to appoint a Head of Paid Service, Electoral Registration Officer and Returning Officer. The Local Authority (Standing Orders)(England) Regulations 2001 require that the appointment of the Head of Paid Service is made by full Council.

7.5 Crime and Disorder

There are no crime and disorder implications.

7.6 Information Technology (IT)

There are no IT implications.

7.7 Property

There are no property implications.

7.8 Other

There are no other implications.

Risk Management

8. There are no known risks associated with the recommendations of this report.

Recommendations

9. It is recommended that Council:

9.1 appoints the Director of City Strategy as Acting Chief Executive and Head of Paid Service from 17 August 2009 until such time as a permanent postholder takes up post;

9.2 appoints the Acting Chief Executive and Head of Paid Service on a salary of £130,000 per year;

9.3 subject to approval of 9.1 above, appoints the Acting Chief Executive as Electoral Registration Officer and Returning Officer for the City of York;

9.4 authorises the Director of City Strategy, in consultation with the Executive Member for City Strategy, to put in place any necessary backfilling arrangements within the Directorate, subject to HR policy, appropriate member approval and any costs arising being managed within existing budgets.

Contact Details

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Angela Wilkinson

Report Approved Date Insert Date

Report Approved Date Insert Date

Specialist Implications Officer(s)

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Legal: Glen McCusker, Senior Solicitor

Finance: Patrick Looker, Finance Manager

Wards Affected:

All

For further information please contact the author of the report

Background Papers:

None.