



Purpose: For Decision

Committee report

Committee	APPOINTMENTS AND EMPLOYMENT COMMITTEE
Date	12 OCTOBER 2022
Title	SHORTLISTING FOR APPOINTMENT OF CHIEF EXECUTIVE AND HEAD OF PAID SERVICE
Report of	LEADER OF THE COUNCIL AND STRATEGIC OVERSIGHT

EXECUTIVE SUMMARY

1. Following the Appointment Committee's decision at their August meeting to proceed with the recruitment of a permanent Chief Executive and Head of Paid Service for the council, an extensive national recruitment campaign was undertaken through September and the Committee is now invited to review the applications received and determine a shortlist in readiness for the next stage of the recruitment process.

BACKGROUND

2. The position of Head of Paid Service is a governance statutory chief officer, and the functional requirements of the role are set out in Section 4 of the Local Government and Housing Act 1989. It is the duty of every local authority to designate one of their officers as their head of paid service. It is usual given the nature of the statutory duties set out in the legislation for this designation to be given to the chief executive. The current constitution also makes for this provision.
3. As the nation continues in its recovery from the COVID-19 pandemic it and the council must continue to assess and respond to its legacy and the impacts that the pandemic has had on the Island's communities and council services. There are many other challenges facing the council that require a medium to long term approach so that the council's response is proportionate, structured and sustainable, not least the continued economic uncertainty and future sustainability of public services whilst facing increased pressures on adult and children's social care and wider organisational transformation to meet these challenges.

4. The council's corporate plan sets out clear priorities for delivery which will address key issues facing the Island and what the Island's communities have told us are most important to them. The housing crisis is central to those priorities and requires collective and collegiate working to deliver real solutions. Stakeholders will only want to invest their limited time and capacity in building these relationships if they are aware there will be a degree of longevity to them and that there is someone who can provide stable and clear strategic leadership in post on a permanent basis.
5. As a result of a national advertising campaign, with adverts in the MJ and the Guardian, 21 formal applications have been received from a diverse range of candidates which members are now invited to assess against the job description and person specification for the role for suitability to include on the final shortlist and in readiness for the next phase of the recruitment exercise. The role has had 431 views and 90 application clicks with a response rate of 20.88% in the MJ. statistics for the Guardian are 851 job views and 145 clicks through to our website. In terms of Facebook the figures are: 20,635, post reach: 19,623, post engagement: 2,132; on LinkedIn: Impressions: 1,933, unique impressions: 1,226, engagements: 175, Clicks: 90
6. Confidential Appendix 1 provides the candidate summaries and applications for consideration in conjunction with the job description and person specification for the role of chief executive and head of paid service for the purposes of candidate assessment.

CORPORATE PRIORITIES AND STRATEGIC CONTEXT

7. The position of chief executive and head of paid service is the central role in affording the council with the strategic leadership co-ordination, vision, motivation and direction of staffing resources that underpin the successful delivery of the council's corporate plan and its key priorities. The council has a legal duty to designate an officer as their head of paid service and it is usual for this to be the chief executive. Making a permanent appointment to the role affords confidence that there are adequate arrangements in place to meet the council's corporate governance obligations which sit alongside the safe, lawful and effective delivery of the council's corporate plan.

CONSULTATION

8. No specific consultation has been undertaken although the leader and deputy leader of the council have been informed that we are ready to proceed to the first aspect of the selection process and support the proposed action to shortlist the applications received for a permanent appointment to the position of chief executive and head of paid service.

FINANCIAL / BUDGET IMPLICATIONS

9. The role has been established at a spot salary which currently stands at £138,038 (excluding on costs of employers' national insurance and employer pension contribution) per annum which was determined through market testing. The nationally negotiated pay inflation awards determined by the National Joint Council for Local Government Services is applied in the same

way as all other council staff. There is budgetary provision for this role within the council's base budget.

LEGAL IMPLICATIONS

10. The Appointments and Employment Committee is responsible for making a recommendation as to the appointment of a governance statutory chief officer. Any such recommendation for appointment must be:
 - (a) made on merit
 - (b) subject to a job summary
 - (c) subject to appropriate advertisement where the appointment is not an internal process

11. An offer of appointment to a candidate cannot be made until cabinet has been notified of the proposed appointment and that within a specified period cabinet, through the leader, has made no material or well-founded objection to the proposed appointment. The final decision as to whether to agree the offer of appointment will be subject to a decision of Full Council, including to consider if any cabinet objection is material or well founded. As such if authority is given to proceed to start the recruitment process, the Appointments and Employment Committee will be required to make recommendation as to the appointment of a particular candidate to Full Council at a further meeting of the committee before formal appointment can be confirmed.

EQUALITY AND DIVERSITY

12. The council as a public body is required to meet its statutory obligations under the Equality Act 2010 to have due regard to eliminate unlawful discrimination, promote equal opportunities between people from different groups and to foster good relations between people who share a protected characteristic and people who do not share it. The protected characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

13. The council's, "aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best" (Equality, diversity and inclusion statement and guidance, 2021). The recruitment and appointment process will be undertaken in accordance with this aim and the council's published guidance.

OPTIONS

14. There are considered to be two options for the committee to consider:

Option 1: That the committee shortlists the applicants for interview for the appointment of a chief executive and head of paid service in accordance with the job description and person specification in appendix 2 to this report.

Option 2: That the committee determine that there are no suitable applications or insufficient applications that meet the requirements of the job description and person specification and refer back for re-advertising.

RECOMMENDATION

Option 1: That the committee shortlists the applicants for interview for the appointment of a chief executive and head of paid service in accordance with the job description and person specification in appendix 2 to this report.

Option 2: That the committee determine that there are no suitable applications or insufficient applications that meet the requirements of the job description and person specification and refer back for re-advertising.

RISK MANAGEMENT

We may not have sufficient applications that meet the specification of requirements to afford robust candidate comparison but to delay or defer for re-advertisement may not be in the best interests of the council and could lose good candidates?

Therefore, mitigation may well be that they interview those who they are confident meet the specification and proceed to the next phase of selection and the interview process and if then unsuccessful to revert to re-advertisement.

EVALUATION

15. The appointment of a permanent chief executive and head of paid service will afford the council with stability in the strategic staffing leadership necessary to secure the successful delivery of the council's corporate plan and its key priorities. It will also afford the opportunity for the necessary medium to longer term planning to be undertaken in responding to both the national and local challenges within local government and in the delivery of sustainable local public services.
16. Someone who is employed on a permanent basis will afford the necessary development and maintenance of strong partnerships and working relationships across all sectors that also underpins the action needed to respond to the challenges that the Island faces.
17. It remains that there is a legal duty placed upon the local authority to designate one of its officers as the head of paid service to fulfil the statutory governance requirements of managing a local authority and by appointing to a permanent position provides stability and assurance that these duties and responsibilities are being taken seriously by external auditing bodies, our Island communities and council staff.

APPENDICES ATTACHED

Appendix 1: confidential candidate applications and summaries and details of presentation, proposed interview questions and outline of intended associated selection activities to assist the panel in the appointment process.

BACKGROUND PAPERS

18. None

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