

DECISION-MAKER:	CHIEF OFFICER EMPLOYMENT PANEL		
SUBJECT:	APPOINTMENT TO THE ROLE OF INTERIM DEPUTY CHIEF EXECUTIVE		
DATE OF DECISION:	19 th June 2018		
REPORT OF:	Janet King Service Director HR and OD		
<u>CONTACT DETAILS</u>			
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STATEMENT OF CONFIDENTIALITY			
Appendix 2 of the report is not for publication by virtue of Categories 1, 2 and 3 (Personal Information) of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not considered to be in the public interest to disclose this information as the report contains confidential and personal information relating to specific individuals.			
SUMMARY			
<p>Following the resignation and departure of the permanent Chief Executive the Council has an Interim Chief Executive in post whilst we undertake the process for the permanent appointment to the role. The Interim Chief Executive is the Chief Operating Officer. The resignation of the Chief Strategy Officer / Acting Deputy Chief Executive has resulted in a review of the senior structure and agreement to appoint an Interim Deputy Chief Executive until a permanent appointment is made to the Chief Executive and Head of Paid Service role. There are legal requirements which must be observed when appointing a Chief Officer and this falls to the Chief Officer Employment Panel to appoint.</p> <p>Full Council reassigned the designation of Head of Paid Service to the Chief Operations Officer on an interim basis following an internal interview at COEP and the decision to not appoint to the permanent role from the candidates presenting for interview at COEP in March 2018.</p>			

RECOMMENDATIONS:

- i. To appoint to the role of Deputy Chief Executive (Interim) from the list of candidates presenting at interview by the Chief Officer Employment Panel.

REASONS FOR REPORT RECOMMENDATIONS

1. The Chief Strategy Officer position will become vacant on August 8th 2018 following the resignation of Suki Sitaram. The current Chief Operations Officer role is held by Richard Crouch who is also the Interim Chief Executive and Head of Paid Service. This leaves vacant positions at the most senior management level and the need for support to the Interim Chief Executive in delivery of the Council's major priorities and projects and overall management

of the organisation and Council Management Team.

2. The interim arrangements will fulfil the council's responsibilities for a period up to the point at which permanent appointments are made and the people are able to take up the posts.
3. The permanent appointments will ensure the required leadership stability and legal requirements going forward.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

4. To continue the current position of senior vacancies but this will leave a significant capacity gap in the organisation.

DETAIL (Including consultation carried out)

5. The seniority of the role is, by nature, one which carries a 3-6 month notice period and requires a full recruitment process. This being the case an Interim Deputy Chief Executive will be secured from an internal candidates where movement is flexible and suitable candidates brought forward external recruitment consultants.
6. The re-advertisement for a permanent appointment will be reviewed and a revised timeline confirmed as appropriate.
7. In line with COEP requirements the Service Director; HR and OD has worked with external recruitment consultants to help test the wider market for potential applicants and prepare suitable candidates for shortlisting.
8. Following final interview should COEP members not wish to appoint the position will be reviewed.

RESOURCE IMPLICATIONS

Capital/Revenue

9. The costs will be met within existing budgets and as two posts will be covered by one there will be a revenue saving in the short/medium term.

Property/Other

10. Not applicable.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

11. Local Government Act 2000 and the Local Government (Standing Orders) (England) Regulations 2001 (as amended)

Other Legal Implications:

12. None

POLICY FRAMEWORK IMPLICATIONS

13. None

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED:	None
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SUPPORTING DOCUMENTATION

Appendices

1.	Process for appointment to the Interim role
2.	Written expressions of interest for the permanent role (CVs and supporting statements) EXEMPT

Documents In Members' Rooms

	None
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Equality Impact Assessment

Do the implications/subject of the report require an Equality Safety Impact Assessment (ESIA) to be carried out?	No
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Other Background Documents

Equality Impact Assessment and Other Background documents available for inspection at:

Title of Background Paper(s)

Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

1.	Job Description and Person Specification	
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