

4 February 2015

Ordinary Council

Appointment of an Interim Chief Executive and Designation as Head of Paid Service

Report of: *Jo-Anne Ireland, Acting Chief Executive*

Wards Affected: *None*

This report is: *Public*

1. Executive Summary

- 1.1 To approve the appointment of an Interim Chief Executive for Brentwood Borough Council and to designate an Officer of the Council as the Council's Head of Paid Service.

2. Recommendation(s)

- 2.1 To approve the appointment of Graham Farrant as Chief Executive and designate Graham Farrant as the Head of Paid Service with effect on and from 1 March 2015, shared with Thurrock Council.**
- 2.2 To note that Jo-Anne Ireland will return to her substantive role as Director of Strategy and Corporate Services on and from 1 March 2015.**

3. Introduction and Background

- 3.1 The Acting Chief Executive advised the Leader of the Council that she would be resigning from her post in 2015, therefore creating a vacancy for Chief Executive and S151 Officer.
- 3.2 A recruitment process for an interim Chief Executive and S151 Officer was instigated with a closing date of 24 October 2014. Three applications were received. On review of the applications only one was put forward for interview, which involved a proposal for a shared arrangement with Thurrock Council.

- 3.3 A cross party interview panel was assembled and the interview held on Monday 10 November, with assistance and support provided by the Local Government Association (LGA).
- 3.4 The panel agreed to appoint Mr. Graham Farrant in principle. Mr. Farrant is the Chief Executive of Thurrock Council and has also recently completed a secondment to the Chief Executive of London Borough of Barking and Dagenham Council as shared Chief Executive across the two councils. It was agreed that formal approval would be sought from Cabinet Members at Thurrock Borough Council in December, and then submitted to the first available Full Council Meeting at Brentwood for consideration and approval.

4. Issue, Options and Analysis of Options

- 4.1 On completion of the recruitment process and discussion with the LGA, it was agreed that Mr. Farrant had the relevant experience and knowledge and be progressed to the interview stage.
- 4.2 Appointment and remuneration will be calculated on a pro-rata of Brentwood Borough Council's current Chief Executive salary of £105,000. The initial proposal is for Mr. Farrant to divide his time on a 60:40 basis between Thurrock and Brentwood, with this arrangement to be reviewed after an initial two months in post, when an accurate assessment can be made of the support required . The salary cost for Brentwood, based on 40%, is £42,000 plus on costs.
- 4.3 A further recruitment process for a permanent S151 Officer is planned for February. In the meantime the current post holder will revert to her substantive role of Director of Strategy and Corporate Services (S151 Officer), with effect from 1 March 2015.

5. Reasons for Recommendation

- 5.1 Members should review and comment where appropriate on the proposal for filling the role of Chief Executive on an interim, shared, basis and the shared service with Thurrock Council.
- 5.2 Members should also note that this is an interim post and recruitment for a full time Chief Executive will need to be carried out in the future.

6. Consultation

- 6.1 The interview panel was a cross party panel to ensure that all political groups from Brentwood Borough Council were represented.

7. References to Corporate Plan

- 7.1 This report considers key strategic roles for the organisation which will play a key part in the delivery of Brentwood Borough Council's Corporate Plan.

8. Implications

Financial Implications

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- 8.1 The proposal contained within this report will offer a full year saving of £63,000 plus on costs.

Legal Implications

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- 8.2 There are two clear and distinct concepts, namely the contractual appointment to the post of Interim Chief Executive, and the designation of an officer of the Council as Head of Paid Service. It is usual for one individual to discharge both roles.

- 8.3 The Local Authorities (Standing Orders) Regulations 1993 as amended and the Local Authorities (Standing Orders) (England) Regulations 2001 as amended and Part 4.7 ('Staff Employment Procedure Rules') of the Council's Constitution make clear that it is for full Council to determine any appointment to the contractual post of Interim Chief Executive and to designate an officer of the Council as the Council's Head of Paid Service under section 4 of the Local Government and Housing Act 1989.

- 8.4 Members will need to consider the period for which such appointment and designation shall be operative.

9. Background Papers (include their location and identify whether any are exempt or protected by copyright)

- 9.1 Agenda Item 9 – Full Council 2 July 2014 (available to view at www.brentwood.gov.uk)

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