

20 May 2015

Annual Council

Appointment of a Chief Executive and Designation as Head of Paid Service

Report of: *Graham Farrant, Chief Executive*

Wards Affected: *None*

This report is: *Public*

1. Executive Summary

- 1.1 To approve the appointment of a 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 (name to be advised) as Chief Executive and designate (name to be advised) as the Head of the Paid Service with effect on and from 1 June 2015, shared with (to be advised) Council which arrangement will be reviewed on a regular basis to determine the level of support required.**

3. Introduction and Background

- 3.1 The Chief Executive advised the Leader of the Council that he planned to resign from his post effective of 31 May 2015 following his appointment as Chief Executive of the Land Registry.
- 3.2 A recruitment process for a Chief Executive was instigated in accordance with the Council's Constitution and following initial discussion with Group Leaders.
- 3.3 The Staff Appointments Committee were assembled and held appropriate interviews, and will make a recommendation to the Council meeting of who should be appointed as Chief Executive and Head of the Paid Service.

- 3.4 Appointment and remuneration will be calculated on a pro-rata of Brentwood Borough Council's current Chief Executive salary of £105,000 (plus on-costs). The detailed proposal will be set out in the introduction to the item at the Council meeting

4. Reasons for Recommendation

- 4.1 Members should review and comment where appropriate on the proposal for filling the role of Chief Executive, either on a shared basis or full or part-time.

5. Consultation

- 5.1 The Staff Appointments Panel is a cross party panel to ensure that all political groups from Brentwood Borough Council are represented.

6. References to Corporate Plan

- 6.1 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.

7. Implications

Financial Implications

Name & Title: Chris Leslie, Finance Director

Tel & Email: christopher.leslie@brentwood.gov.uk

- 7.1 The 2015/16 budget was set with a savings target of £100k for a Senior Management Restructure. The sharing of the Chief Executive role is a possible element in achieving this saving.

Legal Implications

Name & Title: Christopher Potter

Tel & Email: Christopher.potter@brentwood.gov.uk

- 7.2 There are two clear and distinct concepts, namely the contractual appointment to the post of 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.
- 7.3 The Local Authorities (Standing Orders) Regulations 1993 as amended and the Local Authorities (Standing Orders) (England) Regulations 2001as 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 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.

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

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

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

8.2 Agenda Item 8 – Ordinary Council 4 February 2015 (available to view at (<http://brentwood.moderngov.co.uk/ieListDocuments.aspx?CId=128&MId=286&Ver=4>)

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