



COUNCIL - 23RD JULY 2013

SUBJECT: INTERIM MANAGEMENT ARRANGEMENTS

REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 The Council is required to consider proposals for the appointment or engagement of a Chief Executive/Head of Paid Service, on an interim basis.

2. SUMMARY

- 2.1 Members resolved at a Special Meeting of Council on 11th July 2013:-

- (i) The recruitment of an Interim Head of Paid Service proceed as set out in option 4 of the report and the Council instructs WLGA to re-issue its advertisement to Associates on its Framework and to SOLACE UK indicating that the deadline for expressions of interests to be submitted with CV's, will be 12 noon, Wednesday, 17th July 2013.
- (ii) An Appointments Committee be convened to consider expressions of interest and undertake interviews on Thursday, 18th July 2013 and make a recommendation to the Council for an appointment to the role.
- (iii) The recommendation of the Appointments Committee be considered by Council at its meeting on Tuesday, 23rd July 2013.
- (iv) It be re-affirmed that the Acting Deputy Chief Executive will continue to undertake the responsibilities of the Head of Paid Service until the formal appointment of an Interim Head of Paid Service pursuant to the arrangements set out above.

- 2.2 This report provides an update to Members on the actions undertaken following the meeting of 11th July 2013.

3. LINKS TO STRATEGY

- 3.1 It is a legal requirement for a Local Authority to have a Head of Paid Service. In Caerphilly County Borough Council the Head of Paid Service is the Chief Executive and there is no distinction between the two roles.

4. THE REPORT

- 4.1 As per the resolution of Council, the recruitment process has been undertaken in accordance with paragraph 2.1(i) of this report. An advertisement was placed on Friday, 12th July 2013 with the closing date of 12 noon, Wednesday, 17th July 2013. An email was sent to all Members on 12th July 2013 setting out the details of the advertisement.

- 4.2 The Appointments Committee was convened for Thursday, 18th July 2013, to consider expressions of interest and undertake interviews for the role. The Chief Executive of the WLGA, Mr. Steve Thomas, attended as an advisor to the Committee. The Committee considered the only expression of interest received and then proceeded to interview that candidate.
- 4.3 The unanimous decision of the Appointments Committee was to recommend to Full Council that Mr. Stuart Rosser be appointed to the post of Interim Chief Executive/Head of Paid Service.
- 4.4 Mr. Rosser informed the Appointments Committee that should he be appointed, it was his desire to be engaged on the salary that was in place at the time of his departure. For Members information the salary of the Chief Executive post in 2010 was £131,645.
- 4.5 Mr. Rosser informed the Committee that should he be appointed, he was prepared to be flexible with regard to the exact duration of his engagement. Mr. Rosser indicated that whilst he would be available to deal with Council business at all times, his contract would be for 3½ days per week. However should the need arise, Mr. Rosser will be prepared to work additional days in excess of the 3½ days with additional salary on a pro-rata basis. This was accepted by the Appointments Committee.

5. FINANCIAL IMPLICATIONS

- 5.1 This post will be funded from the budget set aside for the Chief Executive's salary. A report to Cabinet on the Provisional Outturn for 2012/2013 is due to be considered on 23rd July 2013. The report proposes that a provision is set aside to cover the costs associated with the suspensions of the Chief Executive and the Deputy Chief Executive.
- 5.2 Due to the fact that the proposed appointment will be on the basis of 3½ days a week, budgetary savings may accrue. However, a degree of flexibility is envisaged and as such there may be occasions when the postholder will be required to undertake work significantly in excess of 3½ days per week.

6. PERSONNEL IMPLICATIONS

- 6.1 As outlined in the report.

7. EQUALITIES IMPLICATIONS

- 7.1 As set out in the Leaders report to Council dated 11th July 2013.

8. CONSULTATIONS

- 8.1 This report is a recommendation from the Appointments Committee.

9. RECOMMENDATIONS

- 9.1 The recommendation of the Appointments Committee is that Mr. Stuart Rosser be appointed to the role of Interim Head of Paid Service (and undertake the responsibilities associated with the role of the Chief Executive) based on a salary of £131,645. Mr. Rosser's salary will be calculated on a pro-rata basis, in that his contract will be for a minimum of 3½ days per week (with additional days in accordance with paragraph 4.5 of the report). The appointment to be for a minimum period of six months, to commence with immediate effect. The appointment to

be reviewed by Full Council prior to the expiry of the six-month period.

10. REASONS FOR RECOMMENDATIONS

10.1 To ensure the Council complies with the legal requirement to have a Head of Paid Service.

11. STATUTORY POWER

11.1 Local Government Act 2000 and the Local Authorities (Standing Orders) (Wales) Regulations 2006.

Author: Sandra Aspinall, Acting Deputy Chief Executive
Consultees: Nicole Scammell, Acting Director of Corporate Services/Section 151 Officer
Dave Street, Acting Director of Social Services
Gareth Hardacre, Head of Workforce & OD
Daniel Perkins, Head of Legal & Democratic Services
Gail Williams, Monitoring Officer
Stephen Harris, Acting Head of Corporate Finance

Appendices:

Appendix 1 Minutes of Appointments Committee, 18th July 2013

Background Papers:

Report to Council, 11th July 2013

Advertisement (including job description and person specification)