

Special Council – 29 July 2010**APPOINTMENT OF THE SHARED CHIEF EXECUTIVE****Report of the Shared Services Joint Steering Group**

Statutory Powers: Local Government Act 1972.

Financial Implications: The financial implications arising from this report are as follows:

- Recruitment consultants will cost £16,500;
- Advertising and Media costs were £13,500;
- The cost of the microsite was £4,500;

In addition, there will also be some interview expenses to be paid to the candidates.

The total cost of the recruitment and selection process will be shared equally between the two Authorities and will be met from existing budgetary provision

Purpose:

To consider a report which recommends the appointment of a replacement shared Chief Executive and Head of Paid Service for when the current post holder retires in December 2010.

Links to Council Priorities:

External assistance with the recruitment process has ensured that excellent quality candidates have been attracted, and that the best person for the job will be recruited, thereby ensuring compliance with the legal requirement to appoint staff on merit, and more broadly, that the delivery of services continues to be efficient and effective and meets the Council's Corporate Priority 6: 'to improve core service performance in a cost effective way'.

RECOMMENDATION

That Members agree the appointment of the recommended successful candidate to be the new shared Chief Executive of West Devon Borough Council and South Hams District Council.

Legal Background

1. It is intended that the new Chief Executive will be employed by West Devon Borough Council. In return for 50% of his or her time being spent on contract to South Hams District Council, they will continue to pay to West Devon Borough Council 50% of the cost of employing the Chief Executive plus an equal contribution to expenses.

2. The appointment of a new head of paid service is required by law to be subject to approval by full Council within each Authority.
3. Legally, the Shared Chief Executive has to have an employment contract with South Hams District Council in order to fulfil the legal requirements of the Head of Paid Service role. It is proposed that the existing arrangements of a contract with South Hams, with a nominal salary of £1 per month, will continue.

Recruitment Process

4. At previous Council meetings in both Councils during December and May, it was resolved that the recruitment process for a replacement Shared Chief Executive be supported.
5. Recruitment Consultants, Tribal, were appointed to assist the Council with the appointment and the process commenced in May 2010.
6. On 22 May 2010, Tribal commenced their executive search which was followed by advertisements in the Municipal Journal on 10 and 17 June 2010 and Local Government Chronicle on 17 June 2010.
7. The position was also advertised on line with Exec-appointments, Careers for Leaders, Guardian, Local Government Chronicle and the Sunday Times.
8. The Council's two Leaders were interviewed by Editor Michael Burton and an editorial was published in the Municipal Journal on 17 June 2010, along with a smaller article on the second page drawing readers' attention to the advertisement.
9. The wide media coverage resulted in 43 strong applications being received.

Selection Process

10. From the 43 applications, 11 candidates were longlisted with the help of Tribal.
11. Technical interviews for the longlisted candidates were held on 5 and 6 July 2010. These were conducted by Yvonne Skingle from Tribal and David Buckle, Shared Chief Executive of South Oxfordshire and Vale of White Horse.
12. A detailed report was then presented to Members of the Shared Services Joint Steering Group who compiled a shortlist of 5 candidates for the final two day selection process.
13. The final two day selection process was scheduled to take place on Tuesday 20 and Wednesday 21 July 2010.
14. A variety of selection criteria is being used for the final two day process, including Partner Panel and Community Panel events, presentations to Members and formal interviews. Candidates have also been required to undertake a psychometric test.
15. At the time of writing the report, the final two day process had not been concluded and therefore it was not possible to include details of the successful candidate. An update will be provided as soon as possible.

16. The final decision regarding the appointment will be taken by West Devon Borough Council on Tuesday 27 July 2010 and by South Hams District Council on Thursday 29 July 2010. The public announcement will be made as soon as possible after these meetings.

Strategic Risk Assessment:

Opportunity	Issues / Obstacles	Benefits / Mitigation
Council is able to continue to deliver shared services and address financial challenges in a structured manner	Shared arrangement will not be able to meet Member needs and expectations.	Continuation of Regular reports and summaries on Council Performance Clear Vision and outcome Strong Leadership.

Equality

17. Both Councils will continue to have full regard to considerations under the Human Rights Act, Race Relations Act, Sex Discrimination Act, Equal Pay Act and Disability Discrimination Act in advancing proposals.

18. The strict application of Human Resources Policies currently in place within the Councils ensures that all equality and discrimination issues are correctly dealt with and are in accordance with Employment Legislation.

Conclusion:

19. The recommendation provides both Councils with an opportunity to appoint a Shared Chief Executive to oversee two different Authorities each with their own ambition and values, whilst developing a single, strategic vision.

Shared Services Joint Steering Group

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Background Documents:

Report to Council 17 December 2009 & 13 May 2010- Proposed Arrangements for the Continuation of the Shared Chief Executive Initiative.

Notes from Shared Services Joint Steering Group Meetings