

City Council - 18 May 2020

Report of the Chair of the Appointments and Conditions of Service Committee

Appointments to Chief Executive

1 Summary

- 1.1 This report advises on the outcome of the selection process undertaken by members of the Appointments and Conditions of Service Committee (ACOS) to appoint an interim Chief Executive/Head of Paid Service on 30 March 2020, the subsequent decision initially to appoint Katherine Kerswell as interim Chief Executive/Head of Paid Service taken by the then Chief Executive/Head of Paid Service as an urgent non-executive officer decision and recommends that the Council approves the appointment of Katherine Kerswell as interim Chief Executive/Head of Paid Service.
- 1.2 This report advises on the outcome of the selection process undertaken by ACOS to appoint a substantive Chief Executive/Head of Paid Service on 13 May 2020, and recommends that the Council approves the appointment of Melbourne Junior Barrett as substantive Chief Executive/Head of Paid Service.
- 1.3 This report recommends the Council approves that the interim Chief Executive, Katherine Kerswell, is appointed to Proper Officer for Electoral Registration and Returning Officer, in line with the responsibilities contained within the job description.
- 1.4 This report recommends the Council approves that the substantive Chief Executive, Melbourne Junior Barrett, is appointed to Proper Officer for Electoral Registration and Returning Officer, in line with the responsibilities contained within the job description.

2 Recommendations

- 2.1 It is recommended that the City Council approves the appointment in post of Katherine Kerswell as interim Chief Executive and Head of Paid Service and Proper Officer for Electoral Registration and Returning Officer, on the terms and conditions approved by the then Chief Executive.
- 2.2 It is recommended that the City Council approves the appointment in post of Melbourne Junior Barrett as substantive Chief Executive and Head of Paid Service and Proper Officer for Electoral Registration and Returning Officer, on the terms and conditions approved by ACOS, so that the offer of appointment can be made to him.

3 Reasons for recommendations

- 3.1 There is a constitutional and legal requirement for Full Council to approve the appointment of the Head of Paid Service.

4 Other options considered in making recommendations

- 4.1 None

5 Background (including outcomes of consultation)

- 5.1 Following the resignation notice of Ian Martin Curryer in January 2020, the position of Chief Executive was advertised, culminating in the selection processes undertaken by ACOS.
- 5.2 On 30 March 2020, all members of ACOS were invited to an informal meeting to consider potential candidates for the role of Interim Chief Executive/Head of Paid Service, with the relevant skills, experience and attributes, applied within their previous portfolio of leadership roles, and verified and assessed suitability for the role. The outcome of this assessment was that it was recommended that Katherine Kerswell was appointed as Interim Chief Executive/Head of Paid Service. In accordance with the Officer Employment Procedure Rules, details of the proposed appointment were sent to the Executive and no objections were received. The then Chief Executive, Ian Martin Curryer, took the initial decision to appoint Katherine Kerswell as interim Chief Executive and Head of Paid Service as an urgent non-executive officer decision taken under Delegation 24 of the City Council's Scheme of Delegation.
- 5.3 At its meeting on 13 May 2020, ACOS interviewed five candidates for the post of Chief Executive/Head of Paid Service. This followed a comprehensive professional search for candidates, and a national advertising campaign, formal long listing and shortlisting processes conducted by ACOS, and a range of assessments to test the suitability for the role of the short listed candidates, over a two day assessment programme.
- 5.4 Following the interviews, it was decided to offer the post to Melbourne Junior Barrett subject to no material or well-founded objections being raised by members of the Executive Board, and the confirmation of Full Council. The Director of Human Resources & Customer arranged for notifications to members of the Executive Board of the proposed appointment and no objections were received.

6 Finance colleague comments (including implications and value for money)

- 6.1 The Medium Term Financial Plan (MTFP) and budget for 2020/21 includes £0.189m for the Chief Executive position. It is expected that costs incurred with regards to this post will be contained within this existing budget however full details of the 2020/21 impact will not be known until start date and specifics of the posts have been finalised. It is proposed that any adjustment needed to increase the pay budget in 2020/21 will be funded from the workforce issues reserve with permanent adjustments made via the corporate pay modelling process in subsequent years.
- 6.2 As previously reported at ACOS, the current Chief Executive interim arrangements has created a budget pressure of £0.041m due to recruitment costs and an April overlap regarding handover support. It is also proposed to fund this pressure from the workforce issues reserve in 2020/21. These costs are based on an end date of September. Any extension to this would incur additional costs with funding needed to be found.

Phil Gretton – Strategic Finance Business Partner - 15/05/2020

7 Legal and Procurement colleague comments (including risk management issues, and legal, Crime and Disorder Act and procurement implications)

7.1 Legal Implications

- 7.1.1 It is advisable that any recruitment to the posts of interim Chief Executive/Head of Paid Service and substantive Chief Executive/Head of Paid Service should be made on merit in order to comply with section 7 of the Local Government & Housing Act 1989.

Jon Ludford-Thomas
Senior Solicitor
Legal Services

8 Equality Impact Assessment (EIA)

- 8.1 Has the equality impact of the proposals in this report been assessed?

Yes



Please see the attached EIAs.

9 List of background papers other than published works or those disclosing confidential or exempt information

- 9.1 None

10 Published documents referred to in compiling this report

- 10.1 Nottingham City Council's Constitution

- 10.2 Urgent Non Executive Officer Decision 2 21 April 2020

- 10.3 Report to, and minutes of the meeting of the ACOS Committee held on 13 May 2020

**Councillor Dave Liversidge
Chair of Appointments and Conditions of Service Committee**

**Councillor Hassan Ahmed
Vice Chair of Appointments and Conditions of Service Committee**