

NON EXEMPT

HAVANT BOROUGH COUNCIL

FULL COUNCIL

DATE 18th January 2023

Appointment of Head of Paid Service

Recommendation from HR Committee

FOR DECISION

Key Decision: No

Report : HBC/110/2023

1.0 Purpose of Report

1.1 To approve appointment to the post of Chief Executive and Head of Paid Service.

2.0 Recommendation

2.1 That:

a) Full Council appoint Steve Jorden as Chief Executive Officer & Head of Paid Service for Havant Borough Council.

3.0 Executive Summary

3.1 This paper provides context and supporting information in regard to Full Council approval of the HR Committee's recommendation, made on 6th December 2022, regarding the appointment of a Chief Executive Officer and Head of Paid Service.

3.2 Following an extensive search and selection process, the recommendation of the HR Committee was that Full Council appoint Steve Jorden as Chief Executive Officer, and Head of Paid Service, for Havant Borough Council.

4.0 Additional Budgetary Implications

4.1 None to note. The post for Head of Paid Service and Chief Executive Officer is in the agreed budget. The appointment is being made in accordance with relevant provisions of the senior management pay policy.

5.0 Background

- 5.1 There is a statutory requirement contained within s4 of the Local Government and Housing Act 1989 for the Council to have a Head of Paid Service. The Constitution requires that statutory officers are appointed by full Council, Committee's role will be to make a recommendation to Council on appointment.
- 5.2 Following Council's resolution of 26th January 2022 to agree to withdraw from the Joint Management Team Agreement with East Hampshire District Council, interim management arrangements were put in place. As part of this, the Council went on to then appoint (on an interim basis) an officer as interim Chief Executive Officer & Head of Paid Service pending recruitment to that role on a permanent basis.
- 5.3 Following a national advertising campaign, completed by Tile Hill, working in partnership with the Council, four candidates were shortlisted from sixteen applicants for the Chief Executive Officer position. This was based on the requirements for the role contained in the job description and process set out at HR Committee on 20th July 2022.
- 5.4 The four shortlisted candidates participated in a series of supporting selection activities on 6th December 2022. These included exercises involving key stakeholders, staff, and Councillors. The final consideration was then completed by the HR Committee on 6th December 2022. The clear recommendation from the Committee was for appointment of the named candidate to the role of Head of Paid Service and Chief Executive Officer. This has been endorsed by the Leader of the Council.

6.0 Options Considered

- 6.1 Not applicable. It is a statutory requirement to for the Council to have a party appointed to this role.

7.0 Resource Implications

- 7.1 *Financial Implications:* The interim post of Head of Paid Service has been part funded to date through the Council's Transition Budget. On-going costs will now be met from established base revenue budgets.

S151 Officer Comments

Relevant base budget has been set aside to fund the cost of the permanent Head of Paid Service. The salary agreed with the successful candidate is within the approved banding for HBC Senior Officer's pay

28th December 2022

7.2 *Human Resources*: This process has been completed in accordance with the Constitution of Council. Following ratification, appointment will progress in accordance with agreed policy and processes.

7.3 *Information Governance*: No implications.

7.4 *Climate and the Environment*: No implications.

8.0 Legal Implications

8.1 The Council's general power to appoint staff is set out in Section 112 Local Government Act 1972.

Monitoring Officer comments

There is a statutory requirement contained within s4 of the Local Government and Housing Act 1989 for the Council to have a Head of Paid Service.

As the Constitution requires that statutory officers are appointed by full Council, Committee's role will be to make a recommendation to Council on appointment

23rd December 2022

9.0 Risks

9.1 None to report, in regard to approval of the recommendation.

10.0 Consultation

10.1 The recruitment and selection process has allowed for participation of the following parties, to support the consideration and determination of the HR Committee:

Key external stakeholders

Staff

Cabinet

The decision is subject to ratification by Full Council.

11.0 Communication

11.1 Staff have been advised of the name and details of the proposed appointee, but all other matters have been rendered subject to ratification by Full Council. This includes any external communication on the appointment which may be considered.

12.0 Appendices

- 12.1 Appendix 1, supplied, which is the CV for the recommended appointee.
- 12.2 Appendix 2, supplied, which is the role profile for the role of Chief Executive Officer and Head of Paid Service.

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