

FULL COUNCIL

31 MAY 2017

REPORT OF THE HEAD OF COMMUNICATIONS

APPOINTMENT OF CHIEF EXECUTIVE

1.0 PURPOSE OF REPORT

1.1 The purpose of this report is to place before Full Council the recommendation of the PFA Sub Committee (Senior Management Review) for agreement.

2.0 RECOMMENDATIONS

It is recommended that:

2.1 **To confirm Edd de Coverly as appointed as Chief Executive (and Head of Paid Service) from a date to be agreed.**

2.2 **Additional responsibilities of the Chief Executive include Returning Officer and Electoral Registration Officer under the Representation of the People Act 1983.**

2.3 **Salary be £95k. This is at the bottom of the scale. The salary be in accordance with JNC for Chief Executive pay negotiations.**

2.4 **The following allowances be paid:**

- **Essential Car User allowance**
- **Mobile Phone**
- **Election Fees**

2.5 **Relocation expenses be paid if applicable in line with current Council policy.**

3.0 KEY ISSUES

3.1 The Policy Finance and Administration Sub Committee was set up by the Ad Hoc Policy Finance and Administration Committee on 6 February 2017 following a report submitted by the current Chief Executive. The Membership was ratified by Full Council and included two Members not on Policy Finance and Administration Committee. The Terms of Reference are as set out in Appendix 1.

3.1 The recruitment and selection process included a long listing process followed by technical assessments carried out on 8 and 9 May 2017 which informed the shortlisting process on 15 May 2017 and a two day selection process held on 24 and 25 May 2017 for the shortlisted candidates. The long

listing process was advised by the Consultant appointed to undertake the selection process (GatenbySanderson). The technical assessments were undertaken by the Consultants and a local Chief Executive. The two day selection process was led by the Consultant from GatenbySanderson and included panels made up of businesses, community and partners and a discussion with the Leader. There was also a staff panel and discussion with the current Chief Executive although these did not form part of the feedback process. The panels were followed by interviews by the Sub Committee with the Consultant and internal HR present. There was also an opportunity for all Members to meet the shortlisted candidates at a lunch on 24 May 2017.

- 3.2 The recommendation of the Sub Committee, taking into account the candidates performance both at the assessments and the interview, was to offer the post to Edd de Coverly.
- 3.3 Edd de Coverly is currently a Service Director- Place and Communities. He is a qualified MA Marketing, BSc Hons in Retail Management.
- 3.4 Edd de Coverly's degree and early career was in retail management, he felt he wanted a social dimension to his work and therefore became an environmental consultant becoming Head of Neighbourhood Services. He was promoted to Director level in 2011 which involved more partnership working and corporate governance. His current role includes regeneration, place and commercialism.
- 3.5 The selection panel reached a consensus decision based on his positive and articulate responses and solid understanding of the issues facing Melton as a Borough.

4.0 POLICY AND CORPORATE IMPLICATIONS

- 4.1 The Council is facing significant change. Advice from the Chief Executive that she would be retiring on 30 July 2017 and the resignation of the Strategic Director (CAM) has given Members the opportunity to consider the management structure to meet the demands on the Council for the immediate future, also taking cognoscente of the context of the Councils saving requirements.
- 4.2 As Members are aware the Council has recently approved its Corporate Plan containing its Corporate Priorities and has made changes (with effect from 31 July 2017) to the senior management structure to ensure there is appropriate experience, knowledge and skills as required from its senior team to continue meeting the local and national demands for growth and economic development. This also gives the opportunity for the Council in a period of high levels of change in capacity and need to manage the delivery of the services. The appointment of the Chief Executive completes this senior management structure.
- 4.3 The appointment will be offered on current Joint National Committee Conditions

of Service in accordance with national guidance and advice as may be amended from time to time.

5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

5.1 The costs can be met from existing budgets and savings in the year.

6.0 LEGAL IMPLICATIONS/POWERS

6.1 The Legal implications arising from the recruitment process have been advised by the appointed consultants and the Councils own HR support. Any Legal implications arising from related and consequential changes within the proposals will be dealt with through the Councils normal procedures and advice received. This report seeking confirmation by Full Councils is as required by the Local Authorities (Standing Orders) (England) Regulations 2001 as amended.

The appointment will be offered on current Joint National Committee Conditions of Service in accordance with national guidance and advice as may be amended from time to time.

7.0 COMMUNITY SAFETY

7.1 There are no implications arising from this report.

8.0 EQUALITIES

8.1 These have been dealt with by the consultants through the recruitment process.

9.0 RISKS

9.1

L I K E L I H O O D	A	Very High				
	B	High				
	C	Significant				
	D	Low			1	
	E	Very Low				
	F	Almost Impossible				
			Negligible 1	Marginal 2	Critical 3	Catastrophic 4

IMPACT

Risk No	Risk Description
1	No appointment is able to be made

10.0 CLIMATE CHANGE

10.1 There are no implications arising from this report.

11.0 CONSULTATION

11.1 Local businesses and partners have been included and have had input in the recruitment processes. A Staff panel has been involved in the process.

12.0 WARDS AFFECTED

12.1 All wards are affected by the appointment of the Chief Executive.

Contact Officer: Angela Roberts

Date: 16 May 2017

Appendices 1 PFA Sub Committee terms of reference

Background papers Exempt background papers relevant to the recruitment and selection process.