

## BOROUGH OF KETTERING

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<b>Report Originator</b>	Appointments Committee	<i>Fwd Plan Ref No:</i> C14/021	
<b>Wards Affected</b>	All wards	28 <sup>th</sup> September 2016	
<b>Title</b>	<b>HEAD OF PAID SERVICE - APPOINTMENT</b>		

### 1. PURPOSE OF REPORT

To seek Council approval in accordance with the Council's constitution for the appointment to the Managing Director Role who will act as the Council's Head of Paid Service.

### 2 APPOINTMENTS PROCESS

- 2.1 In accordance with the report unanimously approved at the last Full Council meeting the recruitment process for the new Managing Director post has recently taken place.
- 2.2 The Appointments Committee have agreed to recommend to Council that Mr Graham Soulsby should be appointed as the Council's Managing Director.
- 2.3 Council will recall the succession planning it put in place provides an opportunity for some hand over arrangements.
- 2.4 Once the precise details of these arrangements have been settled a formal commencement date can be determined. Such arrangements including Statutory and Proper Officer roles and any other appropriate adjustments will be reported to Council in December.

### 3 COMPLETING THE PICTURE

- 3.1 As Mr Graham Soulsby substantive post was as a Deputy Chief Executive, a post that will be known as Executive Director in the new structure it will now be necessary to recruit to this position. The timetable in Table 1 is an extract of what was previously agreed by Council. This outlines the provisional recruitment timetable for the position of Executive Director.

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**Table 1 - Provisional Recruitment Timetable**

w/c 3 <sup>rd</sup> October	Advertise, newly vacant posts
28 <sup>th</sup> October	Closing date, newly vacant post
1 <sup>st</sup> November	Long listing selection
14 <sup>th</sup> – 15 <sup>th</sup> November	Long list interviews and shortlisting decision
1 <sup>st</sup> – 2 <sup>nd</sup> December	Assessment centre and interview panel, for vacant post.
7 <sup>th</sup> December	Executive Committee confirms appointment
14 <sup>th</sup> December	Council confirms appointment and any appropriate transitional arrangements.

- 3.2 The outcome of the recruitment to the post of Executive Director will be notified to the Council meeting on 14<sup>th</sup> December 2016 together with the Statutory Officer and Proper Roles referred to above.

#### **4 LEGAL IMPLICATIONS**

- 4.1 The Council's Constitution provides that full Council will approve the Appointment of the Head of Paid Service following the recommendation of such an appointment by an Appointments Committee.
- 4.2. The appointment procedure set out in the Constitution has been followed and the Council is able to make the appointment.

#### **5. RECOMMENDATIONS**

That Council approves:

- a) Mr Graham Soulsby is appointed as the Council's Managing Director with an effective start date to be reported to Council at its next meeting in December.

**Background Papers**  
Medium Term Financial Strategy

**Previous Reports/Minutes**  
Appointments Committee 16/04/2015  
Council 22/04/15  
Employment Committee 23/03/16  
Council 19/04/16 & 14/09/16