

WELWYN HATFIELD BOROUGH COUNCIL  
COUNCIL– 17<sup>TH</sup> SEPTEMBER 2020  
REPORT OF THE HUMAN RESOURCES MANAGER

APPOINTMENT OF INTERIM CHIEF EXECUTIVE

**1 Executive Summary**

- 1.1. This report seeks the Council's ratification of the recommendation from the appointments panel convened to appoint an interim Chief Executive/Head of Paid Service from within the council, for a period of up to twelve (12) months.

**2 Recommendation(s)**

- 2.1 That the Council ratifies the recommendation of the appointments panel that Ka Ng be appointed to the position of interim Chief Executive and Head of Paid Service, following the conclusion of the appointments process.
- 2.2 That the appointment be confirmed and remunerated in accordance with the Council's approved salary scale for the Chief Executive.
- 2.3 That the Head of Resources be appointed as the interim Chief Finance Officer as defined by section 151 of the Local Government Act 1972, commensurate with the period of appointment for the interim Chief Executive.
- 2.4 That delegated authority be given to the Human Resources Manager, in consultation with the Leader of the Council, to finalise all the arrangements required, including the starting date for the interim Chief Executive.
- 2.5 That delegated authority be given to the Human Resources Manager to update the council's Pay Policy Statement accordingly and to arrange for its publication.

**3 Explanation**

- 3.1 The council's current Chief Executive is leaving the council to work at another authority, resulting in a vacancy for Welwyn Hatfield Borough Council.
- 3.2 In consultation with all three Group Leaders and Cabinet, it was agreed that the vacant post would be best filled by an interim appointment at this time.
- 3.3 This is to provide stability during the current challenges and debates in Hertfordshire with regards to local government re-organisation and devolution.
- 3.4 The proposal is to appoint an interim Chief Executive from within the council for up to 12 months. In order to do so, an appointments panel was convened for the recruitment process. The Human Resources Manager was designated as the lead officer for this process.
- 3.5 The appointments panel comprised the Leader, Deputy Leader, all Cabinet members, Leader of the Labour Group and Leader of the Liberal Democrat Group. An external advisor was also available to the panel.

- 3.6 The recruitment process has now concluded. Following the conclusion of the process, the appointments panel gave full consideration to all the candidates and agreed unanimously to recommend that Ka Ng be appointed as the council's interim Chief Executive.
- 3.7 Under the Local Authorities (Standing Orders) (England) Regulations 2001 (as amended), in relation to the appointment of a Head of Paid Service, all executive members of the Council must be given an opportunity to object to the proposed recommendation for the appointment. In this case all executive members were involved in the appointment and were unanimous in agreeing to the recommendation.
- 3.8 In accordance with the Local Government and Housing Act 1989, the Council must make the actual appointment of the Head of Paid Service.
- 3.9 In accordance with the Constitution, this role is also the Electoral Registration Officer and Returning Officer in respect of electoral matters, including the conduct of elections.
- 3.10 As the Corporate Director (Resources, Environment and Cultural Services) is currently the council's appointed Chief Finance Officer as defined by section 151 of the Local Government Act 1972, a new interim appointment is required. This is because a Head of Paid Service cannot also hold the role of Chief Finance Officer within the council.
- 3.11 Accordingly, it is recommended that the Head of Resources, is appointed to the Chief Finance Officer post, commensurate with the period of appointment for the interim Chief Executive.
- 3.12 As the Head of Resources is currently the Deputy Chief Finance Officer, it is proposed that this role is taken on by the Service Manager (Financial Services), commensurate with the period of appointment for the interim Chief Executive.

### **Implications**

#### **4 Legal Implication(s)**

- 4.1 As contained within the body of this report.

#### **5 Financial Implication(s)**

- 5.1 The remuneration of the interim Chief Executive will be in accordance with the council's approved salary scale for this post.
- 5.2 The Head of Resources will receive a fixed payment of £5000 per annum, pro rata for the duration of this financial year. This will be met from within existing budgets.
- 5.3 The Service Manager (Financial Services) will receive a fixed payment of £3000 per annum, pro rata for the duration of this financial year. This will be met from within existing budgets.
- 5.4 The cost of the external advisor was met from within existing budgets.

#### **6 Risk Management Implications**

- 6.1 There are no inherent risks in the subject matter of this report.

**7 Security and Terrorism Implication(s)**

7.1 There are no security and terrorism implications inherent in relation to the proposals in this report.

**8 Procurement Implication(s)**

8.1 There are no procurement implications inherent in relation to the proposals in this report.

**9 Climate Change Implication(s)**

9.1 There are no climate change implications inherent in relation to the proposals in this report.

**10 Human Resources Implication(s)**

10.1 The Human Resources Manager has been the lead officer for this process and has acted in accordance with the council's relevant statutory and policy requirements.

**11 Health and Wellbeing Implication(s)**

11.1 There are no health and wellbeing implications inherent in relation to the proposals in this report.

**12 Communication and Engagement Implication(s)**

12.1 Subject to council approval, the appointment will be reported in accordance with the usual procedures.

**13 Link to Corporate Priorities**

13.1 The subject of this report is linked to the Council's Corporate Priority Our Council, and specifically to the achievement of Value for Money, and is linked to a statutory requirement under stated legislation in this report.

**14 Equality and Diversity**

14.1 An EqIA was not completed because this report does not propose changes to existing service-related policies or the development of new service-related policies.

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Date	17 September 2020

Background papers to be listed:

Not applicable

Appendices to be listed