

REPORT TO EXECUTIVE			
PORTFOLIO AREA: CORPORATE RESOURCES			
Date of Meeting:	6 February 2003		
Public			
Key Decision:	Yes	Recorded in Forward Plan:	No
Inside Policy Framework			

Title: APPOINTMENT OF INTERIM EXECUTIVE DIRECTOR

Report of: TOWN CLERK AND CHIEF EXECUTIVE

Report reference: CE.4/03

Summary:

This report proposes salary budget virement to allow for the engagement of an interim Executive Director for the period until the appointment of two permanent posts.

Recommendations:

The Executive is requested to vire the sum of £30,000 from existing Executive salary budgets to budgets for the supply of services.

Contact Officer: Peter Stybelski

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1. BACKGROUND INFORMATION AND OPTIONS

- Members of the Executive will be aware that the Council has agreed to the appointment of two Executive Directors to assist in the management of the Authority. One post has been filled and the postholder, Maggie Mooney, will commence employment with the Authority on 10 March 2003. The remaining post is currently being advertised with the process and appointment being

managed by the Employment Panel. It is likely that it will take some months to conclude the process and make an offer and in the short term interim arrangements need to be put in place.

2. There was a similar case when the Council entered into interim management arrangements for the Director of Housing and these arrangements worked well and were very effective. (Decision Ref No. OD.12.02)
3. It is therefore proposed to adopt a similar competitive process whereby three agencies have been approached to provide suitable candidates and cost estimates and the Employment Panel has been asked whether it wishes to interview prospective candidates.
4. To permit the arrangement will require funding virement from salaries for these posts which have been posts which have been established since 1 January 2003 to supplies and services to permit the funding of the interim arrangements. All virement is from existing budgetary provision and there are no additional financial implications for the Council.

2. CONSULTATION

1. N/A

3. STAFFING/RESOURCES COMMENTS

1. The proposal will provide senior management support until the appointment / arrival of permanent postholders.

4. HEAD OF FINANCE COMMENTS

1. It is confirmed that budget provision was made from January 2003 for the salary costs of the two Executive Directors, and as the posts have not as yet been filled, then the amount of £30,000 is available. Under the rules of virement, the Executive can approve virement up to a limit of £30,000.

5. LEGAL COMMENTS

N/A

6. CORPORATE COMMENTS

6.1 This appointment will assist in the corporate management of the Authority.

7. RISK MANAGEMENT ASSESSMENT

7.1 This appointment will carry third party insurance cover.

8. EQUALITY ISSUES

8.1 This appointment does not have any employment implications.

9. ENVIRONMENTAL IMPLICATIONS

N/A

10. CRIME AND DISORDER IMPLICATIONS

N/A

11. RECOMMENDATIONS

As front sheet of this report.

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