

CHIEF OFFICER RECRUITMENT AND ASSOCIATED MATTERS

1.0 EXECUTIVE SUMMARY

- 1.1 Following a number of changes within the organisation, the Council is required to fill and appoint to its Chief Officer roles to ensure it has sufficient leadership resource to meet its needs and challenges.
- 1.2 The posts of HSCP Chief Officer, Head of Financial Services, Head of Education – Lifelong Learning and Support, Head of Children and Families, and Head of Finance and Transformation require to be recruited to on a permanent basis.
- 1.3 It is recommended that the Council:
- Nominate 3 Elected Members and substitutes (2 from the Administration and 1 from the Opposition) for the Appointments Panel for the Head of Financial Services
 - Agree the appointment of the Council's Chief Financial Officer in terms of paragraph 4.4.3
 - Note the recruitment for the position of HSCP Chief Officer is moving forward
 - Note the Appointment Panel for the position of the Head of Education, Lifelong Learning and Support has been agreed and is moving forward
 - Note that the Appointment Panel for the Head of Children and Families, and HSCP Head of Finance and Transformation has been agreed

CHIEF OFFICER RECRUITMENT AND ASSOCIATED MATTERS

2.0 INTRODUCTION

2.1 This report invites the Council to establish an Appointments Panel for the post of Head of Financial Services, and to note the progress in relation to four other Chief Officer positions.

3.0 RECOMMENDATIONS

3.1 It is recommended that the Council:

- Nominate 3 Elected Members and substitutes (2 from the Administration and 1 from the Opposition) for the Appointments Panel for the Head of Financial Services
- Agree the appointment of the Council's Chief Financial Officer in terms of paragraph 4.4.3
- Note the recruitment for the position of HSCP Chief Officer is moving forward
- Note the Appointment Panel for the position of the Head of Education, Lifelong Learning and Support has been agreed and is moving forward
- Note that the Appointment Panel for the Head of Children and Families, and HSCP Head of Finance and Transformation has been agreed

4.0 DETAIL

4.1 The posts of HSCP Chief Officer, Head of Financial Services, Head of Education – Lifelong Learning and Support, Head of Children and Families, and Head of Finance and Transformation require to be recruited to on a permanent basis.

4.2 HSCP Chief Officer

4.2.1 A recruitment panel of 8 Members, including Chair/Vice Chair of HSCP, Council Leader and NHS Board Chair or nominated substitute, and Chief Executives of both Council and NHS Highland as voting members has been agreed.

4.2.2 Interviews for this position will be held on 25th March 2021

4.3 Head of Education – Lifelong Learning and Support

4.3.1 A recruitment panel of 3 Members, Chief Executive and Executive Director was agreed by the Council at their meeting on 27th February 2020 – Councillors McNeilly, Morton and Douglas (Councilor Lynch, Robertson and Mulvaney as substitutes).

4.3.2 The Executive Director with responsibility for Education is liaising with the Head of Customer Support Services to obtain availability from Solace, the Council's HR advisers, to conclude the recruitment process for this position.

4.3.3 The post is currently being filled by secondment which ensures leadership and direction going forward within the Education Service, until the post is recruited to on a permanent basis.

4.3.4 The Council's Chief Education Officer will be the adviser to the panel on professional education related matters.

4.4 Head of Financial Services

4.4.1 Recruitment panel of 3 Members requires to be agreed. Officer panel Members are the Chief Executive and Chief Financial Officer.

4.4.2 The post is currently being filled on a temporary acting up basis.

4.4.3 The previous Head of Financial Services, Kirsty Flanagan was the Council's Chief Financial Officer (Local Government (Scotland) Act 1973) as amended and has retained this role in her position as Executive Director. It is recommended that this be made permanent and that Mrs Flanagan be confirmed as the Council's Chief Financial Officer on a permanent basis.

4.5 Head of Children and Families

4.5.1 Recruitment panel of 5 – 4 IJB Members (2 Council and 2 NHS - Chair and Vice Chair, Council Leader and NHS Board Chair or their nominated substitutes) plus the Chief Officer as a voting member has been agreed by the IJB at its meeting on 25th March 2020.

4.5.2 The Head of Customer Support Services is liaising with the HSCP regarding dates.

4.5.3 This post is currently being filled on an acting up basis.

4.6 Head of Finance and Transformation (HSCP)

4.6.1 Recruitment panel of 5: 4 IJB Members (2 Council and 2 NHS - Chair and Vice Chair, Council Leader and NHS Board Chair or their nominated substitutes) plus the Chief Officer as a voting member has been agreed by the IJB at its meeting on 25th March 2020.

4.6.2 The current postholder has tendered their resignation.

4.6.3 The Council's Section 95 Officer will be the adviser to the panel on professional financial matters.

5.0 CONCLUSION

5.1 In order to ensure the Council has sufficient leadership resources to meet its needs and challenges, this report invites the Council to establish an Appointments Panel to appoint to the posts of Head of Financial Services, and to note the progress in relation to the recruitment to four other Chief Officer positions.

6.0 IMPLICATIONS

6.1 Policy - This paper gives effect to the Council's Constitution and Recruitment and Selection Procedure for Chief Officers

6.2 Financial – None – these are budgeted posts within the hierarchy

6.3 Legal - This paper gives effect to the Council's Constitution and Recruitment and Selection Procedure for Chief Officers

6.4 HR – This paper gives effect to the Council's Constitution and Recruitment and Selection Procedure for Chief Officers

6.5 Fairer Scotland Duty –

6.5.1 Equalities – The recruitment policy and procedure ensures that all equalities are met (protected characteristics)

6.5.2 Socio-economic Duty – None

6.5.3 Islands - None

6.6 Risk - Failure to recruit to sufficient Chief Officer posts will result in increased risk to the Council's ability to meet the demands of the Council and support its workforce

6.7 Customer Service: None

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