

Divisions Affected - All

REMUNERATION COMMITTEE

28 November 2022

Appointment of Chief Executive and designation as Head of Paid Service and Returning Officer

Report by Director of Human Resources and Organisational Development

RECOMMENDATIONS

- 1. The Committee is RECOMMENDED to**
 - 1.1 Request officers prepare a report for Council. This report will be received by Council on December 13 for a decision to appoint the recommended candidate following the appointments process undertaken by Remuneration Committee.
 - 1.2 Instruct the Director of Human Resources and Organisational Development (following the completion of the final stage of the appointments process 28 November 22) to offer the role to the preferred candidate and negotiate a spot salary of between £190k and £199k. This range reflects the regional and national market for this role as evidenced by external benchmarking (attached at annex 1). The County Council pay policy should be amended to reflect this.
 - 1.3 Consider the LGA documents attached at annex 2 with regards to the appraisal process for the Chief Executive Officer and agree the approach set out (reflecting the national guidance from the CEO handbook and the Local Government Association).

Report Details

2. Following the cessation of the Section 113 agreement which established joint management arrangements between Oxfordshire County Council and Cherwell District Council in February 2022, the post of Chief Executive Officer and Head of Paid Service became vacant. A comprehensive national search and recruitment campaign was undertaken and a selection and appointment process was led by the Remuneration Committee.

3. For this key appointment, the Remuneration Committee has been supported by and taken independent advice from Gatenby Sanderson, recruitment consultants selected following a procurement process.
4. The post was advertised nationally in September 2022 with a closing date of 9 October 2022. During this time, Gatenby Sanderson held discussions with members of the Remuneration Committee to support further understanding of Oxfordshire County Council and its requirement for the role. Political group leaders were also engaged in shaping the campaign and role, and were kept apprised of the process throughout.
5. Annex 1 sets out the pay benchmarking undertaken to evidence the proposed range for the spot salary. In line with this external review, it is recommended that a spot salary for the post of CEO is set at between £190k and £199k. This spot salary will be subject to an annual cost of living award to be agreed as part of the national pay negotiations. The county council's pay policy will need to be amended to reflect this.
6. The spot salary will be independently reviewed not less than every 3 years to ensure it remains in line with the national and regional benchmarks.
7. Annexes 2 and 2.1 set out the recommended appraisal process, the excerpt from the national CEO terms and conditions handbook that sets out this framework and an example 360 appraisal approach set out as good practice by the Local Government Association.

Corporate Policies and Priorities

8. The Chief Executive Officer is charged with the delivery of the county council's priorities and strategic objectives. The appraisal process exists to ensure targets are set to deliver these strategic objectives and expectations regarding leadership behaviours are met.

Financial Implications

9. The Head of Paid Service is a post that the council is required by law to make. The financial implication is the recurring costs associated with the post of Chief Executive and Head of Paid Services, which will be met within the existing budget provision for pay and related employer on-costs.

Comments checked by:

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November 2022