

CHESHIRE EAST

SHADOW COUNCIL

Date of meeting: 9 December 2008
Report of: Jan Burns, LGR Lead Officer
Title: APPOINTMENT OF BOROUGH TREASURER AND HEAD OF ASSETS

1.0 Purpose of Report

- 1.1 To outline the process used for the recruitment of the Borough Treasurer and Head of Assets and request that the Council ratify the recommendation for appointment made by the Staffing Committee.

2.0 Decision Required

- 2.1 To ratify the recommendation of the Staffing Committee that Lisa Quinn be confirmed as the Borough Treasurer and Head of Assets of Cheshire East Council with effect from a date to be arranged. A starting date of 1 January 2009 has subsequently been proposed.

3.0 Financial Implications for Transition Costs

- 3.1 Because Miss Quinn will commence employment with the Council in January 2009, her salary and associated costs will form part of the transition costs. Cabinet has agreed transitional costs of up to £450,000 to pay senior management salaries during 2008-09 and based on the current recruitment timetable this should be sufficient to cover estimated costs prior to vesting day.

4.0 Financial Implications 2009/10 and beyond

- 4.1 Ongoing salary and associated costs will need to be factored into the authority's Medium Term Financial Strategy.

5.0 Legal Implications

- 5.1 The recruitment process and appointment complies with the Staffing Regulations for the appointment of the Section 151 Officer.

6.0 Risk Assessment

- 6.1 The appointment of the Borough Treasurer and Head of Assets is a key milestone and is a major step towards the formation of the new Council, and will help to minimise the risk of failure to deliver services on Day 1 and transitional change.

7.0 Background and Options

- 7.1 The recruitment process for the Borough Treasurer and Head of Assets has been managed by the Staffing Committee.
- 7.2 After internal advertisement, the Council received 6 applications. In accordance with a decision by the Staffing Committee these applications were sifted by the nominated Recruitment Consultants, (Gatenby Sanderson), and long listed candidates were subject to an assessment process involving a technical interview, a strategic analysis exercise, ability tests and personality profiling.
- 7.3 The results of the assessment centre for the long listed candidates together with the full details of all applicants were considered by the Staffing Committee and a decision was taken to short list 3 candidates for the final selection process which took place on 5 November 2008.
- 7.4 The final selection process involved a presentation and formal interview with the Staffing Committee.
- 7.5 The Staffing Committee has now completed its deliberations and recommends to the full Council that Miss Lisa Quinn be offered the post of Borough Treasurer and Head of Assets.
- 7.6 Miss Quinn is a Member of the Chartered Institute of Public Finance and Accountancy, having qualified in 1996. She has spent her entire career to date working for Macclesfield BC, working her way up through various posts to her current role of Corporate Manager, Finance and Assets. She has held this post since July 2006.
- 7.7 She reports directly to the Chief Executive and is the S151 Officer. Her remit covers Asset Management, Benefits, Financial Services, Internal Audit, Procurement and Revenues. She was appointed to the role of Interim Chief Finance Officer for Cheshire East Council (S151 duties) in May 2008.

8.0 Overview of Day One, Year One and Term One Issues

- 8.1 The appointment of the Borough Treasurer and Head of Assets will help deliver the Day One, Year One and Term One priorities.

9.0 Reasons for Recommendation

- 9.1 To enable the appointment of Miss Quinn to the post of Borough Treasurer and Head of Assets.

For further information:

Portfolio Holder: Councillor Wesley Fitzgerald

Officer: Jan Burns

Tel No: 01244 972235

Email: Jan.Burns@cheshire.gov.uk

Background Documents:

Documents are available for inspection at County Hall, Chester – contact Jan Burns.