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All Members of the Council

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Date: 17 November 2016

NOTICE OF SPECIAL COUNCIL MEETING

You are summoned to attend a special meeting of Gateshead Metropolitan Borough Council to be held in the Council Chamber - Civic Centre, at **2.00 pm on Friday, 25 November 2016** to transact the following business:-

- 1 Appointment of Chief Executive (Pages 3 - 4)**

Mike Barker
Acting Chief Executive

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APPOINTMENT OF CHIEF EXECUTIVE

Report of the Special Appointments Committee and Mike Barker, Acting Chief Executive and Strategic Director Corporate Services and Governance

Executive Summary

1. The Council is recommended to approve Sheena Ramsey as its Chief Executive.
2. Sheena is currently Managing Director at Worcester City Council, and has previously held the positions of Chief Executive at Knowsley Metropolitan Borough Council, and Assistant Chief Executive at Newcastle City Council.

Background

3. At its meeting on 14 July 2016, Council was advised that its Chief Executive, Jane Robinson, would leave the Council in August to take up the role of Chief Operating Officer at Durham University.
4. At the same meeting the recruitment process to be followed to identify a permanent replacement was noted.
5. The Employee Recruitment Rules, set out in the Council's Constitution and reflecting the requirements of the Local Authorities (Standing Orders) (England) Regulations 2001 ('the Regulations'), provide that the full Council will consider the appointment of the head of paid service following a recommendation from the Special Appointments Committee.

Recruitment

6. Following a national recruitment exercise, the Special Appointments Committee shortlisted and interviewed candidates before arriving at a recommendation. This was preceded by a preliminary interview, various psychometric assessments and feedback from a panel comprising various stakeholders and partners of the Council.
7. The Special Appointments Committee undertook final interviews with shortlisted candidates on 17 November 2016. The committee was supported by the recruitment consultancy's national local government lead, together with an experienced former chief executive who undertook the role of technical adviser.
8. The Committee agreed that the Council should be recommended to approve the appointment of Sheena Ramsey.

9. The Employee Recruitment Rules also provide that no offer of appointment may be made until every member of the Cabinet has been notified of the name of the person whom the Council wishes to appoint, and of the period within which any objection to the appointment must be made. If no objection is made by the Leader on behalf of the Cabinet, or if any such objection is not material or well founded, the offer of appointment may be made. Again, this procedure is a requirement of the Regulations.
10. No objection has been made on behalf of any member of Cabinet within the prescribed period.

Recommendation

11. The Council is recommended to approve the appointment of Sheena Ramsey as Chief Executive, from a date to be agreed with the current Acting Chief Executive, following consultation with the Leader of the Council.