



East Suffolk House, Riduna Park, Station Road,  
Melton, Woodbridge, Suffolk, IP12 1RT

# Full Council

Members: All Councillors

Members are invited to an **Extraordinary Meeting of the Full Council** to be held in the Deben Conference Room, East Suffolk House, Melton on **Wednesday, 2 November 2022 at 7.00pm**

This meeting will be broadcast to the public via the East Suffolk YouTube Channel at <https://youtu.be/xKF2OruHBT0>

An Agenda is set out below.

## Part One – Open to the Public

Pages

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- 1 Apologies for Absence**  
To receive apologies for absence, if any.

**2 Declarations of Interest**

Members and Officers are invited to make any declarations of interests, and the nature of that interest, that they may have in relation to items on the Agenda and are also reminded to make any declarations at any stage during the Meeting if it becomes apparent that this may be required when a particular item or issue is considered.

**3 Appointment of Chief Executive and Head of Paid Service ES/1318 1 - 5**

Report of the Leader of the Council.

**Part Two – Exempt/Confidential**

**No Exempt/Confidential**

There are no Exempt or Confidential items for this Agenda.

**Close**



Stephen Baker, Chief Executive

**Filming, Videoing, Photography and Audio Recording at Council Meetings**

The Council, members of the public and press may record / film / photograph or broadcast this meeting when the public and press are not lawfully excluded.

The Council cannot guarantee public seating areas will not be filmed or recorded. By entering the Conference Room and sitting in the public seating area, those present will be deemed to have consented to the possible use of filmed images and sound recordings. If you do not wish to be recorded, please speak to a member of the Democratic Services team at the earliest opportunity.

If you require this document in large print, audio or Braille or in a different language, please contact the Democratic Services Team on 01502 523521 or email:

[democraticservices@eastsoffolk.gov.uk](mailto:democraticservices@eastsoffolk.gov.uk)



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**FULL COUNCIL**

**Wednesday, 02 November 2022**

<b>Subject</b>	Appointment of Chief Executive and Head of Paid Service
<b>Report by</b>	Councillor Steve Gallant Leader of the Council and Chairman of the Appointments Committee
<b>Supporting Officer</b>	Chris Bing Head of Legal and Democratic Services and Monitoring Officer <a href="mailto:chris.bing@eastsoffolk.gov.uk">chris.bing@eastsoffolk.gov.uk</a> 01394 444200

Is the report Open or Exempt?	OPEN
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Category of Exempt Information and reason why it is <b>NOT</b> in the public interest to disclose the exempt information.	Not applicable
<b>Wards Affected:</b>	All Wards

## Purpose and high-level overview

### **Purpose of Report:**

The Local Government and Housing Act 1989 requires local authorities to have in place three statutory officers, a Head of Paid Service, a Monitoring Officer and a Section 151 Officer. The Council's Head of Paid Service is also its Chief Executive, as is the case with most local authorities.

Section 4 of the Local Government and Housing Act 1989 specifically refers to the Head of Paid Service role and in general terms the main duties of this role include addressing and meeting the staffing needs of the Council and the appointment and proper management of staff.

Council will be aware that on 1 July 2022 the current Chief Executive and Head of Paid Service, Stephen Baker, notified the Leader of the Council of his intention to retire on 31 December 2022. As a result, a recruitment process was initiated which culminated with interviews conducted by a panel of four Councillors before the Council's Appointments Committee convened on Friday 14 October 2022. Following these interviews, the Appointments Committee unanimously agreed to offer the post to Chris Bally, subject to the agreement of Full Council in accordance with the Council's Constitution.

### **Options:**

Since the Head of Paid Service is a statutory role, the Council has no option but to ensure this role is filled.

### **Recommendation/s:**

That the recommendation of the Appointments Committee to offer the role of Head of Paid Service and Chief Executive to Chris Bally be approved by Council.

## Corporate Impact Assessment

### **Governance:**

The Head of Paid Service is a statutory role, and it is essential that the postholder has an effective working relationship with both Members and Officers in order to discharge the Council's statutory and discretionary responsibilities. This includes action in relation to matters of corporate governance and other matters of concern. The Chief Executive and Head of Paid Service is therefore integral to ensuring the efficient and proper day to day business of the Council.

### **ESC policies and strategies that directly apply to the proposal:**

The Council's Constitution sets out the responsibilities of the Head of Paid Service in Part 2 (Functions and Responsibilities).

### **Environmental:**

No impact other than to ensure that all the Council's actions and decisions in relation to environmental matters are carried out in accordance with the Constitution.

**Equalities and Diversity:**

The Council is required to maintain the highest ethical standards and the Head of Paid Service will work closely with the Council's Monitoring Officer in this regard. Together they are responsible for ensuring that the Council meets its legal obligations.

**Financial:**

No impact.

**Human Resources:**

No impact.

**ICT:**

No impact.

**Legal:**

The Head of Paid Service will work with the Council's Monitoring Officer to ensure that the Council operates legally and meets all legislative requirements.

**Risk:**

Failure to appoint a Head of Paid Service would be contrary to Section 4 of the Local Government and Housing Act 1989 and the Council's Constitution.

<b>External Consultees:</b>	None
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## Strategic Plan Priorities

Select the priorities of the <a href="#">Strategic Plan</a> which are supported by this proposal: (Select only one primary and as many secondary as appropriate)		Primary priority	Secondary priorities
<b>T01</b>	<b>Growing our Economy</b>		
P01	Build the right environment for East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P02	Attract and stimulate inward investment	<input type="checkbox"/>	<input type="checkbox"/>
P03	Maximise and grow the unique selling points of East Suffolk	<input type="checkbox"/>	<input type="checkbox"/>
P04	Business partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P05	Support and deliver infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
<b>T02</b>	<b>Enabling our Communities</b>		
P06	Community Partnerships	<input type="checkbox"/>	<input type="checkbox"/>
P07	Taking positive action on what matters most	<input type="checkbox"/>	<input type="checkbox"/>
P08	Maximising health, well-being and safety in our District	<input type="checkbox"/>	<input type="checkbox"/>
P09	Community Pride	<input type="checkbox"/>	<input type="checkbox"/>
<b>T03</b>	<b>Maintaining Financial Sustainability</b>		
P10	Organisational design and streamlining services	<input type="checkbox"/>	<input type="checkbox"/>
P11	Making best use of and investing in our assets	<input type="checkbox"/>	<input type="checkbox"/>
P12	Being commercially astute	<input type="checkbox"/>	<input type="checkbox"/>
P13	Optimising our financial investments and grant opportunities	<input type="checkbox"/>	<input type="checkbox"/>
P14	Review service delivery with partners	<input type="checkbox"/>	<input type="checkbox"/>

<b>T04</b>	<b>Delivering Digital Transformation</b>		
P15	Digital by default	<input type="checkbox"/>	<input type="checkbox"/>
P16	Lean and efficient streamlined services	<input type="checkbox"/>	<input type="checkbox"/>
P17	Effective use of data	<input type="checkbox"/>	<input type="checkbox"/>
P18	Skills and training	<input type="checkbox"/>	<input type="checkbox"/>
P19	District-wide digital infrastructure	<input type="checkbox"/>	<input type="checkbox"/>
<b>T05</b>	<b>Caring for our Environment</b>		
P20	Lead by example	<input type="checkbox"/>	<input type="checkbox"/>
P21	Minimise waste, reuse materials, increase recycling	<input type="checkbox"/>	<input type="checkbox"/>
P22	Renewable energy	<input type="checkbox"/>	<input type="checkbox"/>
P23	Protection, education and influence	<input type="checkbox"/>	<input type="checkbox"/>
<b>XXX</b>	<b>Governance</b>		
XXX	How ESC governs itself as an authority	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>How does this proposal support the priorities selected?</b>  The role of Head of Paid Service is a statutory role that addresses and meets the staffing needs of the Council. The postholder works alongside the two other statutory Officers in order to ensure the proper conduct of Officers. In essence, the Head of Paid Service ensures that arrangements are in place to ensure the Council complies with all its obligations and that appropriate arrangements are in place for the proper functioning of the Council.			

## Background and Justification for Recommendation

<b>1</b>	<b>Background facts</b>		
1.1	The role of Head of Paid Service is a statutory requirement in accordance with the legislation referred to above.		
<b>2</b>	<b>Current position</b>		
2.1	The current postholder, Stephen Baker, has given notice of his intention to retire on 31 December 2022. In view of this, arrangements were put in place to recruit a replacement.		
<b>3</b>	<b>How to address current situation</b>		
3.1	A formal recruitment process has been followed which began in July 2022 and culminated in a meeting of the Appointments Committee on 14 October 2022. The process has involved both Members and Officers of the Council as well as a key stakeholders.		
3.2	All Cabinet Members have been consulted on the Appointment Committee's proposed recommendation to Full Council, pursuant to the Constitution, and no material or well-founded objection has been made by any member of the Cabinet.		

#### **4 Reason/s for recommendation**

4.1	The recruitment process has been successful and in accordance with the Council's Constitution, the Appointments Committee recommend that the Council agrees to offer the role of Head of Paid Service and Chief Executive to Chris Bally subject to appropriate references being received and the recommended candidate formally accepting the offer of employment.
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## **Appendices**

#### **Appendices:**

None

#### **Background reference papers:**

None