



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Agenda Item No: 1.7

Appointment of the Chief Executive

To: Cambridgeshire and Peterborough Combined Authority Board

Meeting Date: 30 June 2021

Public report: Yes.

This report contains an appendix which is exempt from publication under Part 1 of Schedule 12A of the Local Government Act 1972, as amended, in that it would not be in the public interest for this information to be disclosed (information relating to the identify of an individual). The public interest in maintaining the exemption outweighs the public interest in publishing the appendices.

Lead Member: Mayor Dr Nik Johnson

From: Martin Jaynes, Human Resources Manager

Key decision: No

Forward Plan ref: N/A

Recommendations: The Combined Authority Board is recommended to:

- a) Note the progress made regarding the appointment to the position of the Combined Authority Chief Executive; and
- b) To receive and agree the recommendation made by the Members of the Employment Committee at the meeting on 16 June 2021 that the preferred candidate be appointed to the position of Chief Executive/Head of Paid Service for the Combined Authority with effect from a start date to be agreed by the preferred candidate and the Human Resources Manager.

Voting arrangements: A simple majority of all Members of the board present and voting

1. Purpose

- 1.1 The purpose of this report is to update Members on the proposed appointment of a permanent Chief Executive, following consideration of this issue by the Employment Committee of the Combined Authority at its meeting on 16 June 2021 and to consider the recommendation of that committee accordingly.
- 1.2 The post of Chief Executive is a key strategic post that leads the Cambridgeshire and Peterborough Combined Authority and is required to oversee the delivery of the organisational priorities for the Combined Authority. The Chief Executive is the Head of Paid Service and has overall responsibility for the management and coordination of the employees appointed by the Combined Authority.
- 1.3 Appendix 1 is exempt from publication as it contains the identity of the preferred candidate. The exemption is applied in order to enable the preferred candidate time to communicate their departure to the staff within their current organisation. It is expected that the exemption from publication will be disapplied in the public meeting of the Combined Authority Board of 30th of June 2021.

2. Background

- 2.1 Penna plc were appointed as recruitment consultants and were tasked to identify a representative diverse pool of appropriately experienced and talented individuals capable of leading the Combined Authority and to secure their interest in the post.
- 2.2 The following process began week commencing 15 March 21 through executive search and supplemented by advertising on the CPCA website, The Times Online, The Guardian Jobs Online, LinkedIn and Municipal Journal we received 33 applications for the role. Penna conducted an initial sifting of applications and presented these to the longlist panel. The panel included the Mayor, Martin Jaynes (HR CPCA), Rob Parkin (Chief Legal Officer CPCA) and a Technical Assessor, Deborah Cadman (CEO of West Midlands Combined Authority).
- 2.3 From this meeting 7 candidates were longlisted and interviewed to test the technical competence of each candidate to carry out the role of a Combined Authority CEO. These interviews were conducted by Penna and the Technical Assessor and an interview report was written and presented to the shortlist panel.
- 2.4 The shortlisting meeting was attended by Penna, the Technical Assessor, the Mayor, the Chair of the Business Board and CPCA (HR Manager and Chief Legal Officer). The outcome of this being that the 4 candidates presented to the Employment Committee interviewing on the 16 June. The decision on shortlisting was made by the Human Resources Manager in consultation with the Mayor, in accordance with the delegation of the Employment Committee given on 19 January 2021.
- 2.5 Short-listed candidates attended Engagement Panels on 7 and 14 June 2021 which was Chaired by lead consultants Charles Wilson and Julie Towers from Penna and included membership from senior executives from key stakeholders Cambridgeshire and Peterborough Clinical Commissioning Group, Anglia Ruskin University, the CPCA Business Board, and the Police and Crime Commissioner. The Engagement Panels were tasked with providing independent feedback to the Employment Committee on the candidates skills and

knowledge relevant to the role and their views on strengths and weaknesses relevant to their area of expertise.

- 2.4 A confidential interview pack was considered by the members of the Employment Committee on 16 June 2021. At the interviews candidates were asked to provide the Employment Committee with a 10 minute presentation and to answer competency based questions to explore their suitability for the role.
- 2.5 Following the final interviews and having considered candidate application forms, reports detailing outcomes of the technical interviews, and the feedback from the Engagement Panel the Employment Committee agreed unanimously to recommend the appointment of the preferred candidate for the position of chief executive to the Combined Authority Board for approval; and ask the Human Resources Manager to make an offer to the preferred candidate subject to satisfactory references and the confirmation of the appointment by the Combined Authority Board.
- 2.6 The preferred candidate has asked (for reasons relating to their staff-communication within their current organisation) that their name be maintained as confidential until the day of the Combined Authority Board. Accordingly, the Appendix to this report referring to the name is exempt from publication.
- 2.7 The role of Chief Executive is currently appointed to Kim Sawyer, and John Hill on a co-Chief Executive basis, and these arrangements will continue until the start date of the preferred candidate (if confirmed in appointment by this board). That start date is expected to be in autumn 2021.

3. Financial Implications

- 3.1 None at this point.

4. Legal Implications

- 4.1 None at this point.

5. Other Significant Implications

- 5.1 None.

6. Appendices

- 6.1 Appendix 1 (Exempt) - Name of Preferred Candidate.

7. Background Papers

- 7.1 [Employment Committee 16 June 2021](#)
- 7.1 [Employment Committee 27 January 2021](#)