

# Agenda Item 41.

<b>TITLE</b>	<b>Chief Executive Job Description</b>
<b>FOR CONSIDERATION BY</b>	Personnel Board on 5 September 2018
<b>WARD</b>	None Specific
<b>DIRECTOR</b>	Chief Executive - Interim Manjeet Gill

**OUTCOME / BENEFITS TO THE COMMUNITY**

To ensure the Chief Executive Job Description is fit for purpose, enabling us to attract and retain the best talent

**RECOMMENDATION**

Members are recommended to approve the draft amendments to the Chief Executive Job description for permanent recruitment.

**SUMMARY OF REPORT**

Members are asked to approve the draft amendments to the Chief Executive Job Description for permanent recruitment – Attached as Appendix 1 is the proposed revised Job Description in draft, which is aligned to all employees job descriptions, using the behaviour's as set out in the Council's Competency Framework (see Appendix 2).

## Background

Personnel Board approved the Job Description and Person Specification for selecting an Interim Chief Executive on 18 October 2017.

Since then further work has been undertaken with a number of Members around the priorities for this role and suggested amendments made for consideration by Personnel Board.

Personnel Board are asked to consider the proposed Job Description and Person Specification and approve for use in the selection and appointment of our Permanent Chief Executive.

## Analysis of Issues

N/A

### FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

***The Council faces severe financial challenges over the coming years as a result of the austerity measures implemented by the Government and subsequent reductions to public sector funding. It is estimated that Wokingham Borough Council will be required to make budget reductions in excess of £20m over the next three years and all Executive decisions should be made in this context.***

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	Nil		
Next Financial Year (Year 2)	Nil		
Following Financial Year (Year 3)	Nil		

### Other financial information relevant to the Recommendation/Decision

n/a

### Cross-Council Implications

n/a

### List of Background Papers

- 1) Revised Chief Executive Job Description – to follow
- 2) WBC Competency Framework

<b>Contact</b> Sarah Swindley	<b>Service</b> Business Services
<b>Telephone No</b> Tel: 0118 974 6076	<b>Email</b> sarah.swindley@wokingham.gov.uk