

REPORT OF THE APPOINTMENT COMMITTEE

A. APPOINTMENT OF CHIEF EXECUTIVE AND HEAD OF PAID SERVICE

Introduction

1. The purpose of this report is to seek approval for the appointment of Jane Moore to the role of Chief Executive and Head of Paid Services with remuneration at Grade 22, spinal column point 71 of the Leicestershire County Council Salary Scale 2025-36

Background

2. This role has arisen following the decision of the County Council's current Chief Executive, John Sinnott, to retire.
3. Under Section 4 of the Local Government and Housing Act 1989 (as amended) the Council has a legal duty to appoint one of its officers as Head of Paid Service. Under the County Council's Constitution this role is performed by the Chief Executive. The Local Authorities (Standing Orders) (England) Regulations 2001 and the Council's Constitution require the full Council to approve the appointment of the Chief Executive.
4. The Council also has a statutory duty to appoint an Electoral Registration Officer and Returning Officer in accordance with Section 5(7) of the Local Government and Housing Act 1989 and Sections 8, 35 and 52 of the Representation of the People Act 1983 respectively. The new Chief Executive will be appointed to these positions as well.
5. In accordance with the County Council's Officer Employment Procedure Rules, a politically balanced subcommittee, containing at least one member of the Cabinet, was established to undertake the recruitment. The subcommittee comprised the following members:

Mr D Harrison CC (Chairman of the Appointment Committee)
Mr K Crook CC
Mr J Poland CC
Mr M Mullaney CC
Mrs D Taylor CC
6. The Appointment Committee met in September to agree the process for recruiting a Chief Executive. At that meeting, the Committee agreed that the position of Chief Executive would be advertised as a permanent role, recognising the need to appoint an individual would provide stability to the organisation during a significant leadership change and period of longer term uncertainty caused by local government reorganisation.

7. The role was advertised externally with the support of Starfish Search, recruitment consultants, and a thorough and comprehensive recruitment process was carried out.
8. A subsequent meeting of the Appointment Committee took place on 29 October for the longlisting of candidates. All longlisted candidates were invited to participate in preliminary technical interviews. A recommendation was then made to the Appointment Committee on 10 November and the Committee determined which candidates were shortlisted for interview.
9. Interviews took place on 19 and 20 November. This was a thorough process which involved meeting with four panels as follows:
 - External Stakeholders
 - Chief Officers
 - Staff
 - Appointment Committee members (informal discussion on 19 November, formal interview on 20 November)
10. The Appointment Committee put forward Jane Moore, current Director of Children and Family Services, as the preferred candidate to be the Council's new Chief Executive.
11. One of Jane's key achievements has been successfully leading children's services to its Outstanding Ofsted rating last year. She will bring this experience and ambition to her leadership of the whole council.
12. The Officer Employment Procedure Rules require that the appointment of the Head of Paid Services has to be made by the full County Council following the recommendation from the Appointment Committee.

Consultation

13. The Officer Employment Procedure Rules require the Chief Executive to give all executive members the opportunity to object to the proposed recommendation before an offer of appointment can be made. All members of the Cabinet have been notified and no objections were received.

Resource Implications

14. The Chief Executive's salary will be met from existing resources.

Equality Implications

15. There are no equality and implications arising from the recommendations in this report.

Human Rights Implications

16. There are no human rights implications arising from the recommendations in this report.

(Motion to be moved: -

(a) That Jane Moore be appointed Chief Executive and Head of Paid Service with effect from 4 December 2025, with remuneration at Grade 22, spinal column point 71, of the Leicestershire County Council Salary Scale 2025-26;

(b) That Jane Moore be appointed as Electoral Registration Officer and Returning Officer with effect from 4 December 2025.)

20 November 2025

**Mr D Harrison CC
Chairman of the
Appointment Committee**

Background Papers

The County Council's Constitution

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