



Supplement for

COUNCIL - THURSDAY, 26 JUNE 2025

Agenda No Item

4. Appointment of an Interim Chief Executive Officer 3 - 4

Purpose

The purpose of this report is to approve the recommendation of the Performance & Appointments Committee that an interim officer be appointed as Chief Executive Officer and Head of Paid Service, with effect from 1 July 2025 and to commence the recruitment process to the permanent position of Chief Executive Officer and Head of Paid Service.

Recommendations

That the Council resolves to:

1. Approve the recommendation of the Performance & Appointments Committee that the person named in Annex A be appointed as Chief Executive Officer/Returning Officer/Electoral Registration Officer for a period of up to 9 months from 1 July 2025 or the date of commencement in post of a permanent Chief Executive Officer, whichever is earlier, to ensure the Council's statutory duties are fulfilled and provide sufficient time for a permanent appointment to be made.
2. Appoint the interim Chief Executive Officer as the Council's Head of Paid Service for the purposes of Section 4 of the Local Government and Housing Act 1989, from 1 July 2025 until a permanent Chief Executive Officer is appointed;
3. Approve the recommendation of the Selection Panel that the candidate, whose profile is shown in Annex A, is appointed as Interim Chief Executive Officer (Head of Paid Service), Returning Officer and Electoral Registration Officer with effect from 1 July 2025 or as soon as practically possible after that date;
4. Appoint, in the event that the interim Chief Executive Officer is unable to take up the role with effect from 1 July 2025, David Stanley, Deputy Chief Executive Officer, to undertake the role of Head of Paid Service, Returning Officer and

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Electoral Registration Officer until such time as the interim Chief Executive Officer is available to take up the role;

5. Authorise the Head of HR to commence the process of appointing a permanent Chief Executive Officer (Head of Paid Service) and Returning Officer / Electoral Registration Officer.

Jane Portman

Jane is an experienced Chief Executive and Head of Paid Service, Returning Officer, and Electoral Registration Officer. She also has extensive experience of Local Government Reorganisation.

At Bournemouth Council she was Director of Children's Services, Director of Adult Social Services and Deputy Chief Executive and was then appointed Managing Director and Head of Paid Service. Jane led the councils through local government reorganisation to become Bournemouth, Christchurch, and Poole (BCP) Council through to vesting day on 1 April 2019 as Interim Head of Paid Service.



Jane has worked as an interim senior leader and manager since May 2019. She worked for Oxfordshire County Council and Cherwell District Council as Interim Corporate Director.

She was also Interim Chief Executive of South Somerset District Council August 2021-March 2023 and worked collaboratively with all Somerset Chief Executives to steer the local government reorganisation programme to vesting day on 1 April 2023.

Jane started her career in education, working in Portsmouth and Southampton for Hampshire County Council as a teacher and later at Northamptonshire County Council as education adviser and inspector as well as being an OFSTED inspector.

She also worked at Bristol City Council as an education advisor and inspector and at Borough of Poole Council as Head of School Advice and Support Services.

Early in her career, Jane also spent two years working for the Voluntary Service Overseas (VSO).

Additionally, she is a senior officer peer for the Local Government Association (LGA) and has led LGA Corporate Peer Challenges, while also a SOLACE Associate and a SOLACE recommended 'Critical Friend' for councils embarking on local government reorganisation.

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