

REPORT TO: CILEx REGULATION BOARD

FOR: DECISION

DATE: 8 August 2019

REPORT TITLE: Chief Executive cover and delegations

SUBMITTED BY: Stuart Dalton, Director of Policy, Governance and Enforcement

BACKGROUND / PURPOSE OF REPORT:

1. The purpose of this paper is to approve the Chief Executive cover arrangements to ensure smooth running compliant decision-making whilst awaiting the new Chief Executive.
2. With Helen Whiteman finishing as the Chief Executive at the end of August, the Board has discussed Stuart Dalton and Vicky Purtill covering the Chief Executive functions until a new Chief Executive is recruited. To help ensure smooth running, the intention is that Sam Younger will provide regular support on-site and on the phone to Vicky and Stuart. As part of the cover arrangements it is understood that Sam Younger will be consulted on the most significant or potentially repercussive decision-making matters within the Chief Executive's authority.
3. However, various non-contentious operational day-to-day processes are reserved to the Chief Executive, such as in CRL policies and for budget approvals, which are not within the current delegations or authority of Vicky and Stuart, meaning there is no one to approve these various operational activities. If Vicky and Stuart were to carry out these activities without Board approval, they would be exceeding their authority and potentially be personally liable consequently.
4. The purpose of the paper is not to agree delegating any broader policy-making powers to Stuart and Vicky. It is understood that Sam Younger will be responsible for any non-operational decision-making.

RECOMMENDATIONS:

The Board approve:

- Stuart Dalton, Director of Policy, Governance and Enforcement and Vicky Purtill, Director of Authorisation and Supervision will have the operational delegated authority and approval levels of the Chief Executive and act up jointly and severally in the Chief Executive post from when Helen Whiteman ceases to be Chief Executive and until a new Chief Executive joins the organisation.