



Deputy Kristina Moore
Chief Minister
Chair, States Employment Board

BY EMAIL

26th June 2023

Dear Chair,

Handover Process for Interim Chief Executive

I am writing to you in relation to today's announcement of Dr. Andrew McLaughlin as the Interim Chief Executive. The Public Accounts Committee (PAC) notes that the current Chief Executive is due to leave the post formally on 31st July 2023 and the Interim CEO is due to take up the post from 5th September 2023. It also notes that interim arrangements for the role of Principal Accountable Officer will be taken on by Tom Walker, Assistant Chief Executive. The PAC would like some further information in respect of the following points highlighted in the media release:

1. Within the notes to the editors, it states that the current Chief Executive will be available for a number of days during July for the handover period. Please could you confirm the exact number of days that this will entail, noting that the media release also explains that the current CEO will be taking a planned period of leave during this time.
2. It states in the main body of the media release that Tom Walker will be acting as the Principal Accounting Officer during August 2023, however, within the notes to the editors it also states that interim arrangements will be made for both Assistant Chief Executives. Please could further details of these arrangements, specifically who will hold what in terms of responsibility, be shared with the PAC.
3. What handover arrangements are in place between the current Chief Executive and Assistant Chief Executive in respect of the period prior to Dr. McLaughlin taking up post?
4. What risk assessments, if any, have been undertaken in relation to the handover processes noting the period of time between the current CEO leaving the role and the interim CEO taking up post and can the PAC please be provided with any updates to relevant risk registers as a result.

In the interest of transparency, the PAC would also appreciate if confirmation of the terms and conditions for the employment of the interim CEO could be provided to it in confidence. The PAC would also like to understand what arrangements are in place with Dr. McLaughlin's current employer regarding the secondment, and what measures are in place in order to ensure that any possible conflicts of interest arising during the course of the secondment are identified and managed.

Furthermore, the PAC would like assurances that the following recommendation arising from the Comptroller and Auditor General's report '[States Employment Board – follow up: Employment of the former Chief Executive](#)' has been implemented in this instance:

Ensure that the post of Chief Executive (and therefore the roles of Principal Accountable Officer and Head of Paid Service) is assigned clearly in writing during any future handover period between two chief executives.

Noting that this will be required for both the interim arrangements prior to Dr. McLaughlin starting and then again once he has started, the PAC would, therefore, ask that this confirmation is provided to it in confidence as well. I would be grateful of a response to his letter by **Friday 30th June 2023**.

Yours sincerely,



Deputy Lyndsay Feltham
Chair
Public Accounts Committee