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| Board Meeting: | 13 September 2018 | GJF RGB WITHOUT STRAPLINE |
| Subject: | Contingency planning for Chief Executive recruitment process |
| Recommendation: | Board members are asked to:  |  |  | | --- | --- | | Discuss and Note |  | | Discuss and Approve | X | | Note for Information only |  | | |

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1. **Background**

In preparation for the Chief Executive retiring from the Board on 30 November 2018, planning has commenced to ensure appropriate cover prior to the appointment of the new Chief Executive.

For the interim period, it is therefore proposed that June Rogers steps into the role of Deputy Chief Executive. This role is currently undertaken by Julie Carter, however, due to her Scottish Ambulance Service responsibility it is proposed that this change would provide more sustainable on site cover.

A full review of both internal and external responsibilities has been undertaken with the attached paper highlighting the proposed Executive Director cover arrangements while still allowing Executives to complete the daily demands of their role.

1. **Recommendations**

Board members are asked to review the proposed arrangements outlined and confirm their approval to ensure no impact to service demands.

**Jill Young**

**Chief Executive**

**2 August 2018**