

EMPLOYMENT COMMITTEE

THURSDAY, 8TH MARCH, 2018

PRESENT: Councillor J Blake in the Chair

Councillors J Bentley, P Harrand, J Lewis,
R Lewis and M Rafique

1 Election Of Chair

RESOLVED – That Councillor Blake be elected as Chair for the duration of the meeting.

2 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection of documents.

3 EXCLUSION OF PUBLIC

RESOLVED – That Appendix 2 to the report entitled ‘Appointment of Chief Officer Asset Management and Regeneration, City Development’ referred to in Minute No. 7 be designated as exempt from publication under the provisions of Access to Information Procedure Rule 10.4(1) and (2) and on the grounds that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the need to maintain the competitive nature of the interview process and to retain information submitted by individual applicants in confidence, as disclosure could undermine the process, future appointment processes, or the outcome on this occasion to the detriment of the Council’s and public interest.

4 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

There were no declarations of disclosable pecuniary interests made at the meeting.

5 Apologies

No apologies for absence from the meeting were received.

6 Governance Arrangements regarding Recruitment to the Position of Chief Officer Economic Development

The City Solicitor submitted a report which provided Members with an overview of the governance arrangements and format for this specific Employment Committee which had responsibility for recruitment to the post of Chief Officer, Economic Development.

RESOLVED –

- (a) That the governance arrangements and format relating to the Employment Committee, as detailed within the submitted report, be noted;

- (b) That the Council's requirements regarding the consideration and disclosure of confidential and 'exempt' information, be noted.

7 Appointment of Chief Officer Economic Development, City Development

The Chief Officer (HR) submitted a report which outlined the process for the recruitment to the position of Chief Officer, Economic Development.

Two Heads of Service from within HR, together with the Director of City Development were in attendance at the meeting in an advisory capacity. Also in attendance was a representative of Proventure who were undertaking the Executive search and selection process.

Having considered the submitted report and appendices, with the details of exempt appendix 2 being considered in private, the Committee undertook the formal recruitment process (longlisting).

RESOLVED - That 9 candidates be put forward to progress to the shortlisting stage of the recruitment process for the position of Chief Officer, Economic Development.

At this point, the meeting was adjourned, to be reconvened on 20th March 2018 in order to undertake the shortlisting process.

The meeting was reconvened on Tuesday, 20th March 2018 (2.00pm).

Councillors Blake (Chair), J Bentley, Harrand, J Lewis, R Lewis and Rafique were in attendance.

The Committee met to consider the outcomes from the Technical Interviews process and to undertake an exercise to shortlist any appropriate candidates for the purposes of formal interview.

The Chief Executive, Director of City Development, Head of Service (HR) and a Senior HR Advisor were in attendance at the meeting in an advisory capacity. Also in attendance was a representative of Proventure who were undertaking the Executive search and selection process.

Having considered the submitted report and appendices, together with the submitted 'Shortlist Report' which had been circulated to Members prior to the meeting, the Committee undertook the formal recruitment process (shortlisting). Given that the 'Shortlist Report' had been designated as being exempt from publication under the provisions of Access to Information Procedure Rule 10.4(1) and (2) it was considered in private, and it was

RESOLVED – That 3 candidates be shortlisted for formal interview.

At this point, the meeting was adjourned, to be reconvened on 12th April 2018 in order to undertake the formal interview process.

The meeting was reconvened on Thursday, 12th April 2018 (12.00noon). Councillors J Blake (Chair), J Bentley, Harrand, J Lewis, R Lewis and Rafique were all in attendance.

The Committee met to undertake the formal interview process for those candidates who had been shortlisted.

The Chief Executive, Director of City Development, Head of Service (HR) and a Senior HR Advisor were in attendance at the meeting in an advisory capacity. Also in attendance was a representative of Proventure who were undertaking the Executive search and selection process.

Having considered the submitted information in respect of the shortlisted candidates and received feedback from the associated stakeholder panels which had been held earlier in the day, the Committee undertook the formal interview process for the position of Chief Officer, Economic Development, which in line with Minute No. 3 (above), was conducted in private, and it was

RESOLVED – That following the conclusion of the formal interview process and having considered all relevant information put before the Committee, it be agreed that Eve Roodhouse be offered the position of Chief Officer, Economic Development, subject to the conclusion of the associated notification processes, as set out within the Officer Employment Procedure Rules.