

EMPLOYMENT COMMITTEE

TUESDAY, 13TH NOVEMBER, 2018

PRESENT: Councillor J Lewis in the Chair

Councillors J Bentley, A Carter, C Gruen,
A Lowe and J Pryor

1 ELECTION OF CHAIR

RESOLVED – That Councillor J Lewis 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 Financial Service’ 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

No declarations of disclosable pecuniary interests were made.

5 APOLOGIES

An apology for absence from the meeting (13th November 2018) was submitted on behalf of Councillor C Gruen, and an apology for absence from the meeting was submitted on behalf of Councillor A Carter (3rd December 2018).

6 GOVERNANCE ARRANGEMENTS REGARDING RECRUITMENT TO THE POSITION OF CHIEF OFFICER FINANCIAL SERVICES

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 Financial Services.

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 FINANCIAL SERVICES**

The Chief Officer (HR) submitted a report which outlined the process for the recruitment to the position of Chief Officer Financial Services.

The Deputy Chief Officer (HR), together with the Director of Resources and Housing were in attendance at the meeting in an advisory capacity. Also in attendance were 2 representatives from Proventure who were undertaking the Executive search and selection process.

Prior to the meeting, the Committee was provided with supplementary information in the form of an executive summary for all candidates, together with any updated candidates' application details, as received.

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 ten candidates be longlisted to participate in a technical interview process, with the results from that process being submitted to the Committee, in order to enable Members to evaluate such results as part of an exercise to shortlist any appropriate candidates for the purposes of formal interview.

At this point, the meeting was adjourned and would be reconvened on 3rd December 2018.

The meeting was reconvened on Monday, 3rd December 2018 at 10.30am

Councillors J Lewis (Chair), J Bentley, C Gruen, A Lowe and J Pryor were in attendance. Apologies for absence had been received from Councillor Andrew Carter.

The Deputy Chief Officer (HR), together with the Director of Resources and Housing were in attendance at the meeting in an advisory capacity. Also in attendance was a representative from Proventure who were undertaking the Executive search and selection process.

The Committee met to consider the outcomes from the technical interview process, details of which had been circulated to Members prior to the meeting, and to undertake an exercise to shortlist any appropriate candidates for the purposes of formal interview.

Having considered the submitted information regarding the outcomes from the technical interview process, the Committee continued the formal recruitment process (short listing) for the position of Chief Officer Financial Services.

RESOLVED – That 2 candidates be shortlisted for formal interview.

At this point, the meeting was adjourned and would be reconvened on 17th December 2018 in order to undertake the formal interview process.

The meeting was reconvened on Monday, 17th December 2018 (9.00 am). Councillors J Lewis (Chair), J Bentley, Andrew Carter, C Gruen, A Lowe and J Pryor were all in attendance.

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

The Deputy Chief Officer (HR), together with the Director of Resources and Housing were in attendance at the meeting in an advisory capacity. Also in attendance was a representative from Proventure who were undertaking the Executive search and selection process.

Having considered the submitted information in respect of the shortlisted candidates, the Committee undertook the formal interview process for the position of Chief Officer, Financial Services, 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 Victoria Bradshaw be offered the position of Chief Officer, Financial Services, subject to the conclusion of the associated notification processes, as set out within the Officer Employment Procedure Rules.