

MINUTES
OF A MEETING OF THE
EMPLOYMENT COMMITTEE

Cllr D Roberts (Vice-Chair)

Cllr A Aslam Cllr S Howes
Cllr P Graves Cllr J Morley

Absent: Councillors A-M Barker and M Kuipers

1. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillor M Kuipers.
Councillor A Barker sent apologies not being able to start the meeting.

2. DECLARATIONS OF INTEREST

No Declarations of Interests were received.

3. MINUTES

That the minutes of the meeting of the Employment Committee held on 25 May 2024 be approved and signed as a true and correct copy.

4. URGENT BUSINESS

There were no items of Urgent Business.

5. APPOINTMENTS OF HEAD OF PAID SERVICE, CORPORATE LEADERSHIP TEAM AND STATUTORY OFFICERS

The Employment Committee is responsible for the recruitment and selection process of the Council's Head of Paid Service, Corporate Leadership Team and Statutory Officers and make recommendations to Council in respect of such. In each case, recommendations arising from the recruitment and selection process and are submitted to Council for validation.

Amanda Jeffery introduced the report on Appointments of Head Paid Service, Corporate Leadership Team and Statutory Officers. The report outlined a proposed process to be followed leading to the recommendations to Council for future appointments to the roles of Head of Paid Service, Statutory Officers and Strategic Directors. The report also included a proposed process for the appointments of the Director of Legal and Democratic Services/Monitoring Officer and the Strategic Director of Place.

A question was raised on the cost implications in relation to the selection and consultants fees. It was reported that Officers were currently conducting a comparison exercise for the

recruitment process to ensure that the Council received best value for money for delivery of services needed.

Although officers would explore all channels, it was noted that candidates for role at this level of seniority are most likely to be filled through executive search using specialist recruitment consultants. Richard Carr recognised the recruitment consultants fees were costly but reminded members that for appointments of this level, it was important to make the initial investment to secure the best selection of highly qualified and competent candidates. Recruitment consultants were also expected to carry out appropriate due diligence on candidates.

Attention was drawn to Paragraph 2.5 of the report, it was highlighted that Members of the Employment Committee would be consulted and invited to form an Appointments Panel. It was recommended that no more than four members of the Employment Committee would form the Appointments Panel. The panel would need to comprise of at least one executive member and include two officers.

Councillor Morley stated that since majority of committee members were Lib Dems, it was essential for transparency and would be beneficial for Councillor Howes, an Independent Party member to be seated on the Appointments Panel. Councillor Howes agreed but stated he had no experience in the field. Officers confirmed they would provide necessary support to members on the Panel in order to ensure members felt secure and confident during the recruitment process.

Members were requested to endorse the Job Profile for the appointment of Legal and Democratic Services/Monitoring Officer. The Committee were requested to note that officers were undertaking all necessary steps for the recruitment of an interim post, as it was unlikely that a new substantive director will be in position before the current incumbent leaves the council.

In regard to the position of Strategic Director – Place, the position had been filled on an interim basis since July 2023. Officers were confident that the role would attract genuine interest from existing staff, noting that interested candidates will go through a rigorous interview process. Following an agreement to an internal recruitment process, expressions of interest for this position within Council would be sought, with the Appointments Panel conducting interviews.

Following a query regarding inhouse skills, Richard Carr stated he was very confident in internal staff having the necessary skills to take on the role. He added, if he thought staff did not have these vital skills he would have not hesitated to propose seeking an external candidates for the role.

Members of the committee were in agreement to the proposed recommendations.

RESOLVED that:

- (i) the process for the recruitment and appointment of the Head of Paid Services, other Statutory Officers and Strategic Directors be agreed; and
- (ii) the process to appoint the positions of Director of Legal and Democratic Services/Monitoring Officer and Strategic Director Place be agreed.

The meeting commenced at 7.00 pm
and ended at 7.23 pm

Chairman: _____

Date: _____