

Appointments and Disciplinary Committee

12 November 2018

Present: N Redfearn – Elected Mayor (Chair)
Councillors R Glendon, S Graham, P Mason
and B Pickard

APP01/11/18 Apologies

Apologies were received on behalf of Councillors S Day and F Lott.

APP02/11/18 Declarations of Interest

There were no declarations of interest reported.

APP03/11/18 Minutes

Resolved that the minutes of the meeting held on 17 May 2016, be confirmed.

APP04/11/18 Process for Appointment of Head of Law and Governance (and Monitoring Officer) and Head of Regeneration and Economic Development

The Committee considered a report on the proposed appointment process in relation to the currently vacant posts of Head of Law and Governance (and Monitoring Officer); and Head of Regeneration and Economic Development.

At its meeting on 15 October 2018, Cabinet agreed to the restructure of the Senior Leadership Team (Cabinet Minute CAB62/10/18). There were two Heads of Service posts vacant in the senior structure. Those roles were i) Head of Law and Governance (and Monitoring Officer); and ii) Head of Regeneration and Economic Development. Following the Cabinet meeting, the Elected Mayor and Deputy Mayor had indicated, on behalf of the Cabinet, their intention to proceed to appoint to these two posts as soon as possible.

An external recruitment process, supported by an executive recruitment agency, to the two vacant posts commenced on 8 November 2018. The closing date for the submission of applications was 30 November 2018. Following the closing date the executive recruitment agency alongside the Chief Executive would undertake a “long-listing” process to identify suitable candidates for both roles. The Committee was then required to undertake a “short-listing” process from the long list to identify those candidates who would then go through to a formal selection interview process.

A meeting of the Committee was arranged for 5 December 2018 to undertake the “short-listing process” as set out in the report. The Committee then meet again on 17 December 2018 to undertake the formal selection interview process. The selected candidates will be invited to attend this meeting and would be interviewed by the Committee. If suitable candidates were identified to either role, the Officer Employment Procedure Rules, as set out in the Authority’s Constitution, make certain provisions in relation to the appointment of Heads of Service that must be complied with. In particular, the Elected Mayor was required to confirm to the Head of Paid Service whether the Cabinet had any objections to the appointment of the individuals identified by the Committee through the selection process. If no objections were raised offers of employment would then be made by the Authority to the successful candidate(s).

In relation to the post of Head of Law and Governance (and Monitoring Officer), a report would then be submitted to a future Full Council Meeting to seek approval to designate the successful candidate for this role as the Authority's Monitoring Officer.

The Job Description and Person Specification for the roles of Head of Law and Governance (and Monitoring Officer); and Head of Regeneration and Economic Development, were attached at Appendix 1 to the report.

Resolved that the appointment process as set out in the report in relation to the currently vacant posts of Head of Law and Governance (and Monitoring Officer); and Head of Regeneration and Economic Development, be agreed.

APP05/11/18 Exclusion Resolution

Resolved that under Section 100A(4) of the Local Government Act 1972 (as amended) and having applied a public interest test as defined in Part 2 of Schedule 12A of the Act, the press and public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A to the Act.

APP06/11/18 Process for Appointment of Chief Executive (and Head of Paid Service)

The Committee considered a report on the proposed appointment process in relation to the currently vacant post of Chief Executive (and Head of Paid Service).

Resolved that the appointment process as set out in the report in relation to the currently vacant post of Chief Executive (and Head of Paid Service), be agreed.