

Minutes



To: All Members of the
Employment Committee, Chief
Executive, Chief Officers

From: Democratic & Statutory Services
Ask for: Deborah Jeffery
Ext: 25563

EMPLOYMENT COMMITTEE 7 JUNE 2018

ATTENDANCE

MEMBERS OF THE COMMITTEE

D Ashley (*substitution for R Roberts*), P Bibby (*substitution for T Heritage*), J Billing,
J D Williams (*Chairman*), S B A F H Giles-Medhurst

Upon consideration of the agenda for the Employment Committee meeting on 7 June 2018 as circulated, copy annexed, decisions were reached and are recorded below:

Note: No conflicts of interest were declared by any member of the Committee in relation to the matters on which decisions were reached at this meeting.

PART I ('OPEN') BUSINESS

MINUTES

The Minutes of the meeting of the Committee on 5 February 2018 were confirmed as a correct record and signed by the Chairman.

ACTION

1. RECRUITMENT OF THE CHIEF EXECUTIVE (HEAD OF PAID SERVICE)

- 1.1 The Committee was invited to consider the notification of the Chief Executive's intention to retire in spring 2019.

2. PART II ('CLOSED') AGENDA EXCLUSION OF PRESS AND PUBLIC

- 2.1 The Committee then decided to move into Part II ('closed session') and passed the decision at paragraph 2.2 below.
- 2.2 That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely

disclosure of exempt information as defined in paragraphs 3 and 4 of Part 1 of Schedule 12A to the said Act and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

- 2.3 Following discussion on the Part II Report on the item referred to at 1 above, the Committee moved back into Part I (open session) and considered the Part I Recommendations and made the decisions at 3.

PART I DECISION

3. The Committee:-
- (a) Noted the intention of the existing Chief Executive, John Wood, to retire by 31 March 2019;
 - (b) Delegated authority to the Assistant Director of Human Resources in consultation with the Leader of the Council to agree the actual retirement date with the Chief Executive;
 - (c) Agreed to the recruitment to the post of Chief Executive (Head of Paid Service);
 - (d) Delegated authority to the Assistant Director of Human Resources in consultation with the Leader of the Council to commence a recruitment campaign for the post of Chief Executive (Head of Paid Service) including engaging an Executive Search Company;
 - (e) Agreed that the post of Chief Executive will be advertised at a salary as “attractive”; and
 - (f) Agreed the draft job pack which includes the job description and person specification for the position as attached to the Part 2 Report and authorised the Assistant Director of Human Resources in consultation with the Leader of the Council to make such amendments as are appropriate.

The Committee and officers commented they were sorry to be seeing John leave and thanked him for the generous early notice period which had been given.

KATHRYN PETTITT
CHIEF LEGAL OFFICER

CHAIRMAN _____

CHAIRMAN'S
INITIALS

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