

Chief Officer Appointments Panel

Friday 17 July 2015

PRESENT:

Councillor Smith, in the Chair.

Councillors Mrs Aspinall, Bowyer, Philippa Davey (substitute for Councillor Evans), Downie (substitute for Councillor Mrs Beer) and Lowry.

Apologies for absence: Councillors Mrs Beer and Evans.

Also in attendance: Lesa Annear (Strategic Director for Transformation and Change), Judith Shore (Democratic and Member Services Manager), Annie Walker (Senior HR Adviser) and Helen Wright (Democratic Support Officer).

The meeting started at 3.00 pm and finished at 3.50 pm.

Note: At a future meeting, the Panel will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.

10. **APPOINTMENT OF CHAIR**

The Democratic and Member Services Manager advised that Councillor Evans' appointment as Chair of the Chief Officer Appointments Panel had been confirmed at the Annual General meeting on 22 May 2015. As Councillor Evans had tendered his apologies for this meeting, it was necessary to appoint a Chair.

Agreed that Councillor Smith is appointed as Chair of this meeting.

11. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members in accordance with the code of conduct.

12. **CHAIR'S URGENT BUSINESS**

There were no items of Chair's urgent business.

13. **MINUTES**

The minutes of the meeting held on 5 June 2015 are confirmed as a correct record.

14. **EXEMPT BUSINESS**

Agreed that under Section 100(A)(4) of the Local Government Act 1972, the press and public are excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Act, as amended by the Freedom of Information Act 2000.

15. **APPOINTMENT OF ASSISTANT DIRECTOR FOR HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT**

The Panel having considered the CVs and supporting information, shortlisted five candidates who met the criteria for interview for the post of Assistant Director for Human Resources and Organisational Development.

Agreed that the candidates numbered 2, 3, 4, 5, and 6 are invited to an assessment centre on 28 July 2015 and interviews on 29 July 2015.

16. **HEAD OF TRANSFORMATION PROGRAMME**

The Panel having considered the CVs and supporting information, shortlisted two candidates who met the criteria for interview for the post of Head of Transformation Programme.

Agreed that the candidates numbered 1 and 2 are invited to an assessment centre on 28 July 2015 (subsequent to this meeting the date of the assessment centre has changed to 29 July 2015) and interviews on 29 July 2015.