

Appointments Etc Panel

Monday, 25 November 2019, 2.00 pm

		Minutes
Present:		Mr S E Geraghty, Ms K J May and Mr P Middlebrough
Available papers		The Agenda papers (previously circulated), a copy of which will be attached to the signed Minutes.
1201	Named Substitutes	None.
1202	Apologies and Declarations of Interest	Apologies for absence were received from Mr Raine, Mrs Vale and Mr Udall.
1203	Election of Chairman	RESOLVED: That Mr Geraghty be appointed Chairman of the Panel.
1204	Election of Vice-Chairman	RESOLVED: That Mrs May be appointed Vice-Chairman of the Panel.
1205	Confirmation of Minutes	RESOLVED: that the minutes of this meeting be circulated to Members of the Panel and be signed by the Chairman in the light of any comments on their accuracy received within 7 days of their circulation.
1206	Exclusion of Press and Public	RESOLVED: that the press and public be excluded from the meeting for the following item as it is likely that exempt information relating to any individual will be disclosed and the public interest in maintaining the exemption outweighs the public interest in disclosure.
1207	Senior Management Structure - COaCH	Summary of the proceedings during which the press and public were excluded (this is a fair summary of the proceedings and there are no exempt minutes) The current postholder of Assistant Director for Legal and Governance was retiring from the Council in February 2020. The job description and person specification for the post had been approved by the Chief Executive in consultation with the Leader in accordance with the

delegation by full Council on 12 September 2019.

It was proposed that the post was advertised externally for permanent recruitment, and this was agreed by the Panel. The recruitment could be carried out at the same time as the posts of Assistant Director for IT & Digital and Assistant Director for Transformation and Commercial, the process for which had been agreed at a meeting of the Panel on 27 September.

In reviewing the Job description and person specification, members suggested that reference should be made to the ability of the postholder to commission specific legal advice, and the Director undertook to include this. With this change, the Panel agreed that post could be advertised for permanent recruitment.

RESOLVED that:

- a) The commencement of permanent recruitment to the post of Assistant Director for Legal and Governance, which includes the statutory post of Monitoring Officer, be agreed and the appointment be brought to a later Appointments, Etc Panel; and**
- b) The Strategic Director be authorised to conduct the long-listing and short-listing of applications as set out in the report in relation to the recruitment.**

The meeting ended at 2.26pm

Chairman