

Agenda for a meeting of the Appointment Panel (Chief Executive) to be held on Wednesday 5 November 2014 at 0830 in Committee Room 5, City Hall, Bradford

Members of the Committee – Councillors

Conservative	Labour
Ellis	Green
	Imran Hussain

Notes:

- *This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.*
- The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.

From:

S Hemingway, City Solicitor
Agenda Contact: Jane Lythgow
Phone: 01274 432270
Fax: 01274 433505
E-Mail: jane.lythgow@bradford.gov.uk

To:

A. PROCEDURAL ITEMS

1. APPOINTMENT OF CHAIR (Standing Order 35)

To appoint a Chair for the duration of this appointment process.

2. DISCLOSURES OF INTEREST

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

Notes:

- (1) Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.
- (2) *Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (3) *Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) *Officers must disclose interests in accordance with Council Standing Order 44.*

3. MINUTES

Recommended –

That the minutes of the meeting held on 8 October 2014 be signed as a correct record (previously circulated).

(Jane Lythgow - 01274 432270)

4. INSPECTION OF REPORTS AND BACKGROUND PAPERS

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Strategic Director or Assistant Director whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Jane Lythgow - 01274 432270)

B. BUSINESS ITEMS

5. APPOINTMENT TO THE POST OF CHIEF EXECUTIVE

The Interim Director of Human Resources will present a report, (**Document “A”**) which asks Members to consider, in accordance with the Council’s Officer Employment Procedure Rules, the elements required for the search, assessment and appointment process for the recruitment to the position of permanent Chief Executive.

Recommended -

- (1) That the elements required for the recruitment process to the post of permanent Chief Executive as outlined in Section 2.4 to Document “A” be agreed.**
- (2) That, in order to ensure an effective and efficient recruitment process, the responsibility to liaise directly with the search and selection consultant, stakeholder members and technical advisors, be delegated to the Interim Director of Human Resources in consultation with the Chair of the Appointment Panel.**

(Adele Humble – 01274 432378)

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