

Agenda for a meeting of the Appointment Panel (Chief Executive) to be held on Monday 8 December 2014 at 0900 in Committee Room 1, 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:

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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 5 November 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. EXCLUSION OF THE PUBLIC

The Committee is asked to consider if the item relating to the appointment to the post of Chief Executive should be considered in the absence of the public and, if so, to approve the following recommendation:

Recommended –

That the public be excluded from the meeting during consideration of the item relating to the appointment to the post of Chief Executive on the grounds that it is likely in view of the nature of the business to be transacted or the nature of the proceedings, that if they were present, exempt information within Paragraphs 1 (information relating to an individual) and 2 (information identifying an individual) of Section 12A of the Local Government Act 1972 (as amended), would be disclosed and it is considered that, in all the circumstances of the case, the public interest in applying these exemptions outweighs the public interest in disclosing the information.

(Jane Lythgow - 01274 432270)

6. APPOINTMENT TO THE POST OF CHIEF EXECUTIVE

The Interim Director of Human Resources will present a report, (**Document “B”**) which asks Members to consider, in accordance with the Council’s Officer Employment Procedure Rules, applications received for the advertised position of permanent Chief Executive and either agree to assess and interview all qualified applicants for the post or select a short list of qualified applicants and assess and interview those included on the short list.

Recommended -

- (1) That the applications received be considered and Members either agree to assess and interview all qualified applicants for the post or select a short list of qualified applicants and agree to assess and interview those included on the short list.**
- (2) That the final stage of the recruitment process including specific elements of the formal assessment and interview process including elements around timetabling and presentation/interview questions be considered and agreed.**

(Adele Humble – 01274 432378)

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THIS AGENDA AND ACCOMPANYING DOCUMENTS HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER