

Minutes of a meeting of the Appointment Panel held remotely on Monday, 22 March 2021

Commenced 2.00 pm
Concluded 2.20 pm

Present – Councillors

LABOUR	CONSERVATIVE	LIBERAL DEMOCRAT AND INDEPENDENT GROUP
Hinchcliffe I Khan Ross-Shaw	Davies	R Sunderland

1. APPOINTMENT OF CHAIR

Resolved –

That Councillor Hinchcliffe be appointed Chair of the Appointments Panel for the duration of this appointments process.

ACTION: City Solicitor

Councillor Hinchcliffe in the Chair

2. DISCLOSURES OF INTEREST

No disclosures of interest in matters under consideration were received.

3. INSPECTION OF REPORTS AND BACKGROUND PAPERS

There were no appeals submitted by the public to review decisions to restrict documents.

4. APPOINTMENT PROCESS FOR THE POSITION OF STRATEGIC DIRECTOR, PLACE

The Chief Executive submitted a report (Document "A") which asked 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 Strategic Director, Place.

The Director of Human Resources explained that the Pay Policy Statement had recently been agreed by Full Council and that this appointment fell within the parameters of that agreed Statement. The Director went on to explain the elements of the recruitment process which were detailed in Document "A".

The Director stressed that the organisation appointed to support with the appointment will need to demonstrate their experience of equality, diversity and inclusion and show that they have an inclusive approach to recruitment and are able to attract a diverse range of applicants. It was intended that the selection process would proceed during end of April with shortlisting and final selection stage during mid May and onwards and Members would be contacted in due course. Stakeholder Panels would also form a key part of the selection process.

The Leader stated that this was a key appointment and it was therefore important to get it right. The Deputy Leader stressed that the Stakeholder Panels should be as wide ranging as possible and diverse.

The Director stated that further meetings of the Appointments Panel will be held to discuss options and ideas around the recruitment process and it was therefore:

Resolved –

- (1) That the elements required for the recruitment process to the post of Strategic Director, Place as briefly outlined in Section 2.4 to Document "A" be agreed.**
- (2) That the Appointment Panel delegates to the Chief Executive in consultation with the Chair of the Appointment Panel, the responsibility to liaise directly with the search and selection consultant, stakeholder participants if involved and technical advisors to ensure an effective and efficient recruitment process.**

ACTION: Human Resources Director

Chair

Note: These minutes are subject to approval as a correct record at the next meeting of the Appointment Panel.

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