

## CHIEF OFFICERS' EMPLOYMENT PANEL

21 FEBRUARY 2006

Chair: \* Councillor O'Dell (4)

Councillors: \* Mrs Bath (1) \* Jean Lammiman (3)  
\* Burchell (2) \* Paddy Lyne

\* Denotes Member present  
(1), (2), (3) and (4) Denote Nominee substitution (see Minute 83 below).

**PART I - RECOMMENDATIONS - NIL****PART II - MINUTES**81. **Chair of the Panel:**

The Licensing and General Purposes Committee at its special meeting on 16 May 2005, under the provisions of Committee Procedure Rule 7.2, duly appointed Councillor N Shah as Chair of the Panel for the Municipal Year 2005/06.

In the absence of Councillor N Shah, nominations were sought for the appointment of a Chair for this meeting. Councillor O'Dell was duly nominated and approved as Chair. Given that both this meeting and a meeting of the Panel on 7 March 2006 (see Minute 86 below) would have the same membership and were concerned respectively with the shortlisting of and interviews for the post of Director of Area Services (Urban Living), it was agreed that the appointment as Chair should apply to both these meetings.

**RESOLVED:** That Councillor O'Dell be appointed Chair of the Chief Officers' Employment Panel for this meeting and for the meeting to be held on 7 March 2006, both being meetings at which the appointed Chair for the 2005/06 Municipal Year was unable to be in attendance.

82. **Arrangement of Agenda:**

**RESOLVED:** That the item appearing in Part II of the agenda (Minute 87 refers) be considered with the press and public excluded on the grounds that it contained confidential information which was exempt under the provisions of paragraph 1 of Part I to Schedule 12A of the Local Government Act 1972, in that it related to applicants to become an office holder with that Authority.

83. **Membership:**

**RESOLVED:** That the attendance of Nominee Members at this meeting, further to the formula membership of the Panel, be noted as follows:-

<u>Original Member</u>	<u>Nominee Member Attending</u>
Councillor D Ashton	Councillor Mrs Bath
Councillor Dighé	Councillor Burchell
Councillor C Mote	Councillor Jean Lammiman
Councillor N Shah	Councillor O'Dell

84. **Declarations of Interest:**

**RESOLVED:** That it be noted that there were no declarations of interest by Members in relation to the business on the agenda for this Panel meeting.

85. **Minutes:**

**RESOLVED:** That the minutes of the previous two meetings of the Chief Officers' Employment Panel, both held on 17 February 2006, be deferred until they are printed into the Council Bound Minute Volume.

86. **Date of Next Meeting:**

**RESOLVED:** That it be agreed to convene the next Panel meeting with this membership, to undertake the interviews to the vacant post of Director of Area Services (Urban Living), on Tuesday 7 March 2006. (See also Minute 81 above).

87. **Appointment of Director of Area Services (Urban Living): Shortlisting:**  
The meeting received a report from Gatenby Sanderson Recruitment Consultants on fifteen applications submitted by candidates for the post of Director of Area Services (Urban Living). The Consultants had interviewed nine of those candidates, consequent on which they were recommending up to seven candidates for shortlisting. A detailed assessment of each of those top seven applicants and their interview with the Consultant was provided.

Having discussed the merits of the candidates, the preferred short-listing for final interview by the Panel and the arrangements for 7 March 2006 were agreed.

**RESOLVED:** That (1) the recommended preferred short-list of six candidates be invited to the Assessment Centre process and prospectively for final interview by the Panel for the post of Director of Area Services (Urban Living);

(2) the arrangements for 7 March 2006 for (i) candidates to make a presentation to Members; (ii) communicating the outcome of the prior Assessment Centre process; and (iii) the design of the questions to be asked by Members in the interviews undertaken by the Panel, be as now discussed.

(Note: The meeting having commenced at 4.30 pm, closed at 5.28 pm)

(Signed) COUNCILLOR PHILLIP O'DELL  
Chair