

## **Personnel Committee**

### **Minutes of the Meeting held on 2 December 2013 at 2.00 pm in Room 519 at County Hall**

**Present:**

Mr G Nobbs (Chairman)  
Mr B Borrett  
Mr R Coke  
Mr C Jordan  
Dr M Strong

**Also Present:**

Mrs A Sharp	Acting Head of Human Resources
Mrs S Farrell	Democratic Support Manager
Mr H Davidson	HR Consultant

**1. Apologies**

There were no apologies.

**2. Declarations of Interests**

There were no interests to declare.

**3. Update on the Process for Recruitment to the Role of Chief Executive**

3.1 The Committee received a report from the Acting Head of HR which sought confirmation of the membership of the appointment panel and related HR matters.

3.2 During discussions the following key points were made:

- The Committee was advised that, following the decision by Council, the title of the post to be advertised was that of Chief Executive.
- It was confirmed that an appointment could be made by the end of February if the proposed timetable were followed.
- It was suggested that staff could be surveyed inviting their views on the qualities needed of the appointed candidate.
- Members suggested that the role be advertised, not only in local government publications but other media in order to encourage private sector applicants.

**RESOLVED** that

1. That the draft timetable set out at Appendix A to the report be noted
2. The five members of the Personnel Committee be confirmed as the Appointment Panel for recruitment to the role of Chief Executive.

The meeting concluded at 3.45pm.

**CHAIRMAN**