

Personnel Committee

Minutes of the meeting held on 1 December 2016

Present

Councillor Flanagan- In the Chair

Councillors Andrews, Leese, N Murphy, S Murphy, S Newman, and B Priest

Apologies – Councillors Battle and Rahman

PE/16/27 Minutes

Decision

To agree the minutes of the meetings of 16 November 2016 as a correct record.

PE/16/228 Exclusion of the Public

A recommendation was made that the public be excluded during consideration of the next item of business.

Decision

To exclude the public during consideration of the following item which involved consideration of exempt information which was likely to reveal the identity of an individual and public interest in maintaining the exemption outweighs the public interest in disclosing the information.

PE/16/29 Terms of the Appointment of the Chief Executive (Public Excluded)

The Committee considered a report submitted by the Deputy Chief Executive (People) and the City Solicitor setting out the outcome of the search process to appoint a Chief Executive for the Council.

In September the Committee had appointed a Subcommittee to progress the recruitment and appointment to the post of Chief Executive (Minute PE/16/25). That Subcommittee had since met three times, the final meeting having started in the morning of the day of this meeting of the committee. The Subcommittee had concluded its work and was making a recommendation as to the candidate to be appointed.

The report set out the process undertaken by the Subcommittee and by those who had been appointed to provide support and assistance to it. The Subcommittee had:

- drawn up and agreed a role profile and person specification to align the role with the strategy of the Council and wider needs of the City Council;
- appointed an executive search agency and advertised the role widely in print and online to attract suitably qualified individuals to apply for the role;
- appointed Mark Lloyd, Chief Executive at the Local Government Association to act as an independent adviser;

- considered the remuneration of the new role, to ensure consistency within roles of a similar size and nature and ensure the Council is able to attract and secure the most qualified person for the role;
- undertaken a longlisting and shortlisting exercise on all the applicants based on the role profile and person specification;
- agreed the method for assessing the final shortlisted candidates including involving Councillors at a ward level, stakeholders and partners along with technical and other assessments; and
- conducted final panel interviews, and assessed the feedback from the previous assessments and a competency themed interview modelled on the role profile and person specification.

The Subcommittee had reached a unanimous decision on the candidate who should be recommended for appointment by the Council: Joanne Roney.

At its first meeting the Subcommittee had noted the salaries for comparable local authority Chief Executives. The Committee now considered the expected salary range for the appointment. In September the Committee had resolved that the salary for the role was to be subject to independent objective advice and evaluation. It was explained that this advice was to be presented to the next meeting of the Committee.

Decisions

1. To note the process undertaken by the Subcommittee to select a preferred candidate.
2. Delegate to the Monitoring Officer and Interim Director of HR/OD – in consultation with the Leader and the Executive Member for Finance and Human Resources the conditional offer of employment to the candidate recommended by the Subcommittee.
3. To ask the Monitoring Officer to formally consult the members of the Executive on the appointment of Joanne Roney as required by the Constitution of the Council.
4. To agree that the total package of remuneration based on a basic salary within the range of £180,000 and £210,000 and other terms of employment that are consistent with senior management contracts within the Council, a scale commensurate with the responsibilities of the role which will be subject to independent objective advice and evaluation to be reported to the Committee on 12 December 2016, prior to the Council meeting on 14 December.