

Minutes

Meeting name	Recruitment Committee
Date	Thursday, 22 March 2018
Start time	9.00 am
Venue	Parkside, Station Approach, Burton Street, Melton Mowbray, LE13 1GH

Present:

Chair Councillor J. Orson (Chair)

Councillors L. Higgins (Vice-Chair) P. Cumbers
M. Glancy E. Holmes
J. Illingworth A. Pearson

Observers

Officers Chief Executive
HR & Communications Manager

Luke Judd - Consultant

Minute No.	Minute
RC15	<p>Apologies For Absence There were no apologies for absence.</p>
RC16	<p>Minutes The minutes of the 07 March 2018 were confirmed and authorised to be signed by the chair</p> <p>The minutes of the 21 Feb 2018 were signed by the chair having been previously approved at the meeting of the 07 March 2018.</p>
RC17	<p>Declarations of Interest There were none to be declared.</p>
RC18	<p>Urgent Business There was no urgent business.</p>
RC19	<p>DIRECTOR RECRUITMENT - DIRECTOR FOR LEGAL AND DEMOCRATIC SERVICES</p> <p>The Chief Executive submitted a report to the committee, to consider and agree the successful candidate for the appointment of Director for Legal and Democratic Services.</p> <p>The Consultant confirmed that it has been a good interactive day and that there had been consensus from the various panels on the strength's and weaknesses of the candidates.</p> <p>A suggestion was made that the profile of the candidates should be sent to Members before the lunch as an aide memoire for the panel.</p> <p>Following the interviews The Committee discussed their findings and agreed to make an appointment to the role.</p> <p>A further recommendation was made that the Chief Executive be delegated authority to make a second offer if negotiation with the recommended candidate fell through. This was proposed by Cllr Holmes and seconded by Cllr Glancy.</p> <p>The Consultant confirmed that references had been taken up for all the candidates and there were no issues to report as a result.</p> <p>RECOMMENDATIONS that the Committee:</p> <p>2.1 Following the selection process including interview, agree a successful candidate to make an offer of appointment to the post of Director for Legal and Democratic Services.</p> <p>2.2 That in event of 1 being made, delegation be granted to the Chief Executive</p>

in consultation with the Consultant from Gatenby Sanderson and HR and Communications Manager, to agree the final offer of employment to include salary and start date with the successful candidate.

2.3 That the Chief Executive be delegated authority to make a second offer if negotiation with the recommended candidate fell through. This was proposed by Cllr Holmes and seconded by Cllr Glancy.

RESOLVED THAT:

2.1 The offer of appointment for the post of Director for Legal and Democratic Services be made to the selected candidate.

2.2 That the Consultant and Chief Executive make the offer of employment followed up with contracts and relevant information from the HR and Communications Manager.

2.3 That in the event that the formal offer was not accepted by the selected candidate, that the Chief Executive be delegated authority to make an offer to one of the other candidates.

The meeting closed at: 1.00 pm

Chair