

## **CHIEF OFFICERS' EMPLOYMENT COMMITTEE**

**Meeting held in the Committee Room, Council Offices, Urban Road, Kirkby-in-Ashfield,**

**on Monday, 13th January, 2020 at 3.30 pm**

**Present:** Councillor Jason Zadrozny in the Chair;

Councillors Chris Baron, Tom Hollis,  
Dave Shaw, Matthew Relf, John Smallridge and  
Helen-Ann Smith.

**Apology for Absence:** Councillor Kier Barsby.

**Officers Present:** Karen Barke, Carol Cooper-Smith, Ruth Dennis  
and Kate Hill.

### **CO.19 Declarations of Disclosable Pecuniary or Personal Interests and Non Disclosable Pecuniary/Other Interests**

No declarations of interest were made.

### **CO.20 Minutes**

RESOLVED

that the minutes of the meeting of the Committee held on 13<sup>th</sup> August, 2019,  
be received and approved as a correct record.

### **CO.21 Arrangements and Timeline for the Recruitment of the Chief Executive**

The Interim Chief Executive, Carol Cooper-Smith presented the report and outlined the proposed recruitment process to appoint a new Chief Executive. Members were also asked to approve and endorse the appended Job Description and Person Specification for the role, the salary range, the appointed recruitment specialist and recruitment timeline.

RESOLVED that

- a) the Job Description and Person Specification for the role of Chief Executive/Head of Paid Service, as appended to the report, be approved;
- b) the salary range for the role of Chief Executive/Head of Paid Service, be approved at £105,000 - £117,810;
- c) the appointment of the executive recruitment consultancy, Gatenby Sanderson, providing a specialist headhunting service, be noted;

- d) the timeline and methodology for recruitment, as outlined in the report, be approved with delegated authority being granted to the Interim Chief Executive, in consultation with the Leader of the Council, to have the flexibility to extend the timeline if so required;
- e) the Council's Human Resources Team and the Interim Chief Executive be authorised to commence the recruitment process.

The meeting closed at 4.00 pm

Chairman.