

CHIEF OFFICERS' EMPLOYMENT COMMITTEE

Virtual Meeting held on Friday, 19th March, 2021 at 9.30 am

Present: Councillor Jason Zadrozny in the Chair;

Councillors Chris Baron, Samantha Deakin (as substitute for Dave Shaw), Rachel Madden (as substitute for Tom Hollis), Helen-Ann Smith, David Walters and Daniel Williamson.

Apologies for Absence: Councillors Tom Hollis and Dave Shaw.

Officers Present: Karen Barke, Lynn Cain, Carol Cooper-Smith, Ruth Dennis, Kate Hill and Shane Wright.

CO.4 Declarations of Disclosable Pecuniary or Personal Interests and Non Disclosable Pecuniary/Other Interests

No declarations of interest were made.

CO.5 Minutes

RESOLVED

that the minutes of the meeting of the Committee held on 3 June 2020, be received and approved as a correct record.

CO.6 Arrangements and Timeline for the Appointment of the Chief Executive / Head of Paid Service

Committee Members were asked to approve the arrangements for restarting the process for the recruitment of the permanent Chief Executive / Head of Paid Service. This included agreeing the recruitment timeline, the arrangements for the recruitment and to confirm acceptance of the job description, person specification and salary range as presented.

During consideration of the item, Committee were alerted to the fact that the salary figures were incorrectly stated within the report and it was agreed that the correct salary banding levels would be confirmed by the Director of Legal and Governance (and Monitoring Officer) and the Leader of the Council following the meeting.

RESOLVED that

- a) the Chief Executive, in conjunction with Human Resources (HR), be authorised to restart the process for the recruitment of the permanent Chief Executive / Head of Paid Service;

- b) the recruitment timeline, as set out in the report, be approved;
- c) the arrangements for the recruitment including authority for the Chief Executive and HR to seek quotations for a recruitment agency in line with the specification for services previously used, be agreed;
- d) delegated authority be granted to the Leader of the Council, in consultation with the Chief Executive, to appoint the successful recruitment agency;
- e) the job description and person specification, as appended to the report, be approved with the salary range being confirmed by the Director of Legal and Governance (and Monitoring Officer) and Leader of the Council following the meeting;
- f) Council be recommended to agree the extension of the appointment of Carol Cooper-Smith as the Chief Executive and Head of Paid Service for a further period from 1 August 2021 until the successful candidate commences employment with the Authority.

Following consideration of the item, the Leader of the Council took the opportunity to express his appreciation to Carol Cooper-Smith for taking on the role of Interim Chief Executive last year and for being in agreement for the contract to be extended further to ensure continuity of service at the Council.

The Leader spoke of the outstanding work that Carol had undertaken during her time as Interim Chief Executive and that she had completely stepped up to the plate during the challenges faced by the Authority due to the pandemic. The Committee and all Members would owe her a debt of thanks for her commitment to Ashfield District Council during this time.

The meeting closed at 9.55 am

Chairman.