

AGENDA

Employment Panel

Date: **Thursday 8 November 2012**

Time: **3.30 pm**

Place: **The Council Chamber, Brockington, 35 Hafod Road,
Hereford, HR1 1SH**

Notes: Please note the **time, date** and **venue** of the meeting.

For any further information please contact:

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Agenda for the Meeting of the Employment Panel

Membership

Chairman

Councillor JG Jarvis

**Councillor KS Guthrie
Councillor MAF Hubbard
Councillor RI Matthews
Councillor PD Price**

AGENDA

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| <p>1. APOLOGIES FOR ABSENCE</p> <p style="padding-left: 20px;">To receive any apologies for absence.</p> | |
| <p>2. NAMED SUBSTITUTES (IF ANY)</p> <p style="padding-left: 20px;">To receive details of any Member nominated to attend the meeting in place of a Member of the Panel.</p> | |
| <p>3. DECLARATIONS OF INTEREST</p> <p style="padding-left: 20px;">To receive any declarations of interest by Members in respect of items on this agenda.</p> | |
| <p>4. MINUTES</p> <p style="padding-left: 20px;">To approve and sign the Minutes of the meeting held on 13 September 2012</p> | 1 - 2 |
| <p>EXCLUSION OF THE PUBLIC AND PRESS</p> <p>In the opinion of the Proper Officer, the next item will not be, or is likely not to be, open to the public and press at the time it is considered.</p> | |
| <p>RECOMMENDATION</p> <p>That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12(A) of the Act (as amended) as indicated below.</p> | |
| <p>5. REPORT OF THE ACTING CHIEF EXECUTIVE</p> <p style="padding-left: 20px;">To receive a Report of the Acting Chief Executive (Report to follow).</p> <p>Information relating to the financial or business affairs of any particular person (including the authority holding that information).</p> | |

HEREFORDSHIRE COUNCIL

MINUTES of the meeting of Employment Panel held at the Council Chamber, Brockington on Thursday 13 September 2012 at 4.00 pm

Present: Councillors JG Jarvis (Chairman), J Hardwick, MAF Hubbard and PD Price

6. APOLOGIES FOR ABSENCE

Apologies were received from Councillors: KS Guthrie and RI Matthews.

7. NAMED SUBSTITUTES (IF ANY)

Councillor J Hardwick substituted for Councillor RI Matthews.

8. DECLARATIONS OF INTEREST

There were no declarations of interest.

9. MINUTES

The Minutes of the meeting held on 13 August 2012 were approved.

10. CHIEF EXECUTIVE SUCCESSION ARRANGEMENTS

EXCLUSION OF THE PUBLIC

It was resolved at this point that the public and press should be excluded from the meeting under Section 100 (A) (4) of the Local Government Act 1972 on the grounds that the matter being considered would disclose exempt information as defined in Schedule 12 A Part 1 paragraphs 1 and 2 of the Act in that it would relate to information relating to an individual or likely to reveal the identity of an individual.

The Chief Executive as Head of Paid Service introduced his Report and explained that he would be leaving the Authority at the end of October.

Members then discussed the title to be given to the successor post, the recruitment process to be followed and the proposed remuneration.

Members felt that any appointment should be subject to such variations to the Council's Early Termination Compensation Policy as Council might effect in its pending review.

Members considered interim arrangements to cover the position between the departure of the current post holder and the arrival of the new Chief Executive.

Councillor Hubbard abstained from voting.

RESOLVED THAT:

- (a) a Chief Executive model of leadership be approved;**
- (b) the recruitment and selection process outlined in Appendix A to the Report be approved, including the role profile, timeline and advertisement;**
- (c) it be RECOMMENDED TO COUNCIL that:-**
 - (i) the proposed remuneration for the post of Chief Executive be within a range of £140,000 to £145,000;**
 - (ii) the Deputy Chief Executive fulfil the functions of the Chief Executive under the Constitution on an acting basis pending an appointment to the post of Chief Executive.**

CHAIRMAN