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CHIEF OFFICER EMPLOYMENT PANEL  
MINUTES OF THE MEETING HELD ON 26 JANUARY 2016

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Present: Councillors Letts (Chair), Moulton, Rayment, Fitzhenry, Hannides and Payne

6. **APOLOGIES AND CHANGES IN PANEL MEMBERSHIP (IF ANY)**

It was noted that no apologies for absence had been received.

7. **MINUTES OF PREVIOUS MEETING (INCLUDING MATTERS ARISING)**

RESOLVED that the minutes of the Chief Officer Employment Panel meeting held on 3<sup>rd</sup> July, 2015 be approved and signed as a correct record.

8. **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** That in accordance with the Council's Constitution, specifically the Access to Information Procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of minute 9 below based on Categories 1, 2 and 3 of paragraph 10.4 of the Access to Information Procedure Rules.

The information contained therein is exempt as it relates to individual personal details and information held under the Data Protection Act 1998. Having applied the public interest test it is not appropriate to disclose this information as the individuals' legal expectation of privacy outweighs the public interest in the exempt information.

9. **APPOINTMENT PROCESS FOR NEW CHIEF OFFICER ROLES**

The confidential report of the Chief Executive was submitted regarding the appointment process for new Chief Officer Roles.

RESOLVED

- (i) That Mark Heath and Suki Sitaram be appointed to the positions of Chief Operations Officer (Customer Experience) and Chief Strategy Officer and Mike Harris to the position of Service Director, Growth in an acting capacity pending a market recruitment exercise be conducted for these 3 roles from June 2016 concluding with the assessment and the formal recruitment process in September 2016, with those having expressed an interest in the roles being guaranteed full consideration.
- (ii) that those individuals that have expressed an interest as both internal and only applicants in the Service Director roles for Transactions & Universal Services, Finance & Commercialisation and Digital & Business Operations be assessed and interviewed by the Chief Officers Employment Panel at the earliest opportunity (March 2016) before deciding whether a wider market search is required; and

- (iii) That the roles of Service Director, Intelligence, Insight & Communications go to wider market immediately, aiming for Chief Officers Employment Panel consideration in June.
- (iv) That interim arrangements are put in place to cover the role of Service Director, Adults & Housing (DASS) with a review of the Chief Officers Employment Panel recruitment process to be followed in April 2016.