

CHIEF OFFICERS' EMPLOYMENT COMMITTEE

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

on Wednesday, 18th April, 2018 at 6.30 pm

Present: Councillor Cheryl Butler in the Chair;

Councillors Don Davis, Jackie James,
Rachel Madden, Keir Morrison and
Nicolle Ndiweni.

Apologies for Absence: Councillors Tim Brown, Kevin Rostance and
Robert Sears-Piccavey.

Officers Present: Mariam Amos, Craig Bonar and Julie Robinson.

CO.23 Declarations of Disclosable Pecuniary or Personal Interests and Non Disclosable Pecuniary/Other Interests

There were no declarations of interest.

CO.24 Minutes

RESOLVED

that the minutes of the meeting of the Chief Officers' Employment Committee held on 2nd November, 2017 be received and approved as a correct record.

CO.25 Recruitment of Corporate Finance Manager (and Section 151 Officer)

Members were asked to consider the Job Description and Person Specification, together with the proposed recruitment and selection process, for the post of Corporate Finance Manager (and Section 151 Officer) following the resignation of the current post holder.

A revised Recruitment Timetable, outlining the various tasks to be undertaken in accordance with the recruitment and selection process, was circulated at the meeting.

The Director of Resources and Business Transformation advised the Committee that the recruitment process would result in a time gap between the existing post holder leaving and a new post holder commencing in the role. Therefore, in order to comply with the statutory requirement to have a responsible Chief Finance Officer in place interim arrangements would be required.

Consequently, Members were asked to consider appointing the Council's current Chief Accountant to the role of Interim Corporate Finance Manager (including designated Section 151 Officer) for the period between the current post holder leaving and the new appointment commencing.

RESOLVED that

- a) the Job Description and Person Specification for the post of Corporate Finance Manager (and Section 151 Officer), as appended to the report, be approved;
- b) the proposed recruitment and selection process (as amended) including both internal and external advertisement of the vacancy, as outlined in the report, be approved. Furthermore, the Director of Resources and Business Transformation be requested to explore the possibility of using the social network LinkedIn to advertise this employment opportunity;
- c) the Committee recommends to Council that as part of the interim arrangements Peter Hudson the Council's Chief Accountant be appointed as Interim Corporate Finance Manager (and Section 151 Officer);
- d) it be noted that the Head of Paid Service will authorise the appropriate remuneration commensurate with the current pay grade for this position.

Reason:

The recruitment of and appointment of a Corporate Finance Manager (and Section 151 Officer) ensures that the Council meets its statutory requirements and continues to provide sufficient capacity and the required levels of financial management.

(Councillors Jackie James and Nicolle Ndiweni entered the meeting at 6.40 p.m. and 6.46 p.m. respectively during consideration of the above item.)

The meeting closed at 6.50 p.m.

Chairman.