

Employment Committee Minutes

Meeting: Wednesday 8 February 2023

Time: 8:51 a.m. – 5:23 p.m.

Venue: Civic Suite, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN

Present: Statutory Deputy Mayor Anna Smith (Chair), Councillors Lucy Nethsingha, Oliver Sainsbury, Tom Sanderson, Josh Schumann and Bridget Smith

1. Apologies for Absence and Declarations of Interest

Apologies for absence were received from Mayor Dr Nik Johnson, Councillor Anna Bailey (substituted by Councillor Schumann), Councillor Sarah Conboy (substituted by Councillor Sanderson) and Councillor Kim French.

No declarations of interest were received.

2. Minutes – 30 November 2023

The minutes of the meeting held on 25 January 2023 were agreed as a correct record and signed by the Statutory Deputy Mayor.

3. Recruitment of Chief Executive Officer

The committee received a report which included a proposed job description and person specification for the recruitment of a Chief Executive Officer, attached at Appendix 1 of the report. A job advert and micro-site had been prepared, and were ready to go live once the job description and person specification had been approved, with an anticipated closing date for applications in early March 2023. Penna would carry out longlist interviews and make recommendations to the committee as regards the shortlist of candidates at its meeting on 14th March 2023. Interviews would take place on 20th March 2023.

It was proposed by the Statutory Deputy Mayor, seconded by Councillor Nethsingha and resolved unanimously to:

- a) Approve the new Chief Executive Job Description/Person Specification contained at Appendix 1 of this report.
- b) Approve that the Job Description/Person Specification at Appendix 1, meets the requirement in Chapter 18, paragraph 3.1 of the Authority's Constitution.

4. Exclusion of the Press and Public

It was proposed by the Statutory Deputy Mayor, seconded by Councillor Smith and resolved unanimously to:

Exclude the press and public from the discussion of Agenda Item 5 (Interviews for the roles of Executive Director Economy and Growth and Executive Director of Resource and Performance (S73 Officer), on the basis that this would involve the discussion of exempt information relating to the employment status of individuals as defined by Paragraph 1 of Schedule 12A of Part 1 of the Local Government Act 1972.

5. Interviews for the Roles of Executive Director Economy and Growth and Executive Director of Resource and Performance (S73 Officer)

The committee interviewed candidates for the roles of Executive Director Economy and Growth and Executive Director of Resource and Performance (S73 Officer).

It was proposed by the Statutory Deputy Mayor, seconded by Councillor Nethsingha and resolved unanimously to:

- a) Appoint the preferred candidate as Executive Director of Economy and Growth; and
- b) Recommend the preferred Executive Director of Resource and Performance (S73 Officer) candidate to the Combined Authority Board for appointment.