



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY – EMPLOYMENT COMMITTEE MINUTES

Date: Wednesday 14 November 2018

Time: 12:45p.m. to 1.30p.m.

Present: Mayor James Palmer (Chairman), Councillors Graham Bull, Lewis Herbert, John Holdich, Charles Roberts and Bridget Smith

1. APOLOGIES AND DECLARATIONS OF INTEREST

No apologies were received and no declarations of interest were made.

2. MINUTES OF THE MEETING HELD ON 25 APRIL 2018

The minutes of the meeting held on 25 April 2018 were agreed as a correct record and signed by the Chairman.

The Committee requested that decisions and actions taken at all of the Employment Sub-Committees since April 2018 be circulated to Combined Authority Board Members. **ACTION**

3. RECRUITMENT OF CHIEF EXECUTIVE, CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

The Committee received a report from the Interim Chief Executive, John Hill, outlining the timetable and the process for the recruitment of a permanent full time Chief Executive of the Cambridgeshire and Peterborough Combined Authority.

In discussing the report Members:

- Noted that the job description had been reviewed in close consultation with all Chief Executives of the constituent authorities. There would be further opportunities for partner organisations to input into the type of candidates sought. All comments were welcomed.
- Discussed the recruitment timeline and highlighted that continuity of Members involvement in the recruitment process at all stages was crucial.

It was agreed that a more detailed brief be provided to Members following the meeting and availability be reviewed. **ACTION**

- Discussed the timing of the assessment centre and noted that this would be reviewed to bring forward the interview stage if possible. **ACTION**
- Noted that a search would be used to identify potential candidates as well as adverts and a microsite.

It was resolved unanimously to:

- I. Approve the revised job description and job profile of the Chief Executive as detailed in Appendix 1 of the report;
- II. Note the timetable and proposal as detailed in appendix 2 of the report.

4. EXCLUSION OF THE PRESS AND PUBLIC

It was resolved unanimously:

that the press and public be excluded from the meeting on the grounds that the agenda contained 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, as amended, and that it would not be in the public interest for this information to be disclosed.

5. SENIOR MANAGEMENT RESTRUCTURING

The Committee received a report from the Interim Chief Executive John Hill detailing proposals for senior management restructuring (subject to consultation)

Members resolved unanimously to approve the recommendations as set out in the report and amended at the meeting.

Chairman