

Cherwell District Council

Personnel and General Committee

Minutes of a meeting of the Personnel and General Committee held in at Bodicote House, Bodicote, Banbury, OX15 4AA, on 2 December 2008 at 5.30 pm

Present:

Councillor Rose Stratford
Councillor Ken Atack
Councillor Norman Bolster
Councillor G A Reynolds
Councillor Lawrie Stratford
Councillor Barry Wood
Councillor David Hughes

Apologies for absence: Councillor Lynda Thirzie Smart
Councillor Timothy Hallchurch MBE
Councillor Russell Hurle
Councillor Christopher Pack
Councillor Chris Smithson

Officers: Mary Harpley, Chief Executive and Head of Paid Service
AnneMarie Scott, Head of Human Resources
Julie Evans, Strategic Director - Customer Service & Resources
Sarah McCluskey, HR Manager
Alexa Coates, Senior Democratic and Scrutiny Officer

33 Declarations of Interest

There were none.

34 Petitions and Requests to Address the Meeting

There were none.

35 Urgent Business

There was no urgent business.

36 Exclusion of the Public and Press

Resolved, that, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following item(s) of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraph(s) 1 and 4 of Schedule 12A of that Act.

EXEMPT

37 **Applications for the Post of Head of Finance**

The Committee considered applications for the Post of Head of Finance. Following the clarification of a number of issues and discussion the Committee agreed the candidates to proceed to the long list to be invited to take part in a technical telephone interview.

Due to the low number of applicants the Committee discussed cancelling the 9 December meeting which was planned to determine a short list of candidates. The Committee also discussed delegating a decision, as to whether it was worthwhile continuing with the recruitment of the post of Head of Finance, to the Strategic Director Customer Services and Resources and the Head of Human Resources. The Committee were assured that the interim arrangements in place could be continued if a suitable candidate did not emerge through the recruitment process.

Resolved:

- (1) That applicants 7, 9, 11 and 12 be long listed and invited to take part in a technical interview on 3 December
- (2) To authorise Julie Evans, Strategic Director Customer Services and Resources and Anne-Marie Scott, Head of Human Resources to decide which candidates should go forward to the assessment centre following the technical interview on 3 December 2008.
- (3) To authorise Julie Evans, Strategic Director Customer Services and Resources and Anne-Marie Scott, Head of Human Resources to decide whether to proceed with the recruitment process if none of the candidates meet the technical specification in the telephone interviews.
- (4) That the 9 December meeting of the Committee be cancelled.

The meeting ended at 6.00 pm

Chairman:

Date: