



Civic Centre,  
Arnot Hill Park,  
Arnold,  
Nottinghamshire,  
NG5 6LU

# Agenda

## Appointments and Conditions of Service Committee

Date: **Wednesday 24 June 2020**

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Time: **2.00 pm**

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Place: **Virtual Meeting**

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For any further information please contact:

**Alec Dubberley**

Service Manager, Democratic Services

0115 9013906

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# Appointments and Conditions of Service Committee

## Membership

**Chair** Councillor John Clarke

**Vice-Chair** Councillor Michael Payne

Councillor Michael Adams  
Councillor Sandra Barnes  
Councillor Chris Barnfather  
Councillor Bob Collis  
Councillor Marje Paling

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# AGENDA

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- 1 **Apologies for Absence and Substitutions.**
  
- 2 **To approve, as a correct record, the minutes of the meeting held on 12 June 2020.** 5 - 7
  
- 3 **Declaration of Interests.**
  
- 4 **Any other item which the Chair considers urgent.**
  
- 5 **Exclusion of Press and Public**  
  
To move that under Section 100(a)(4) of the Local Government Act 1972 the public and press be excluded from the meeting during consideration of the ensuing report on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12a of the Local Government Act 1972.
  
- 6 **Conclusion of Process - Recruitment of Chief Executive.** 9 - 29  
  
Report of the Service Manager Organisational Development.

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## **MINUTES APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE**

**Friday 12 June 2020**

Councillor John Clarke (Chair)

Councillor Michael Payne  
Councillor Michael Adams  
Councillor Sandra Barnes

Councillor Chris Barnfather  
Councillor Bob Collis  
Councillor Marje Paling

Officers in Attendance: D Archer, H Barrington and A Dubberley

**1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.**

None.

**2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 18 DECEMBER 2019.**

**RESOLVED:**

That the minutes of the above meeting, having been circulated, be approved as a correct record.

**3 DECLARATION OF INTERESTS.**

None.

**4 REVIEW OF POLICY- MENOPAUSE IN THE WORKPLACE**

The Service Manager Organisational Development introduced a report, which had been circulated in advance of the meeting, reporting back to Members on the continued effectiveness of the Menopause in the Workplace Policy.

**RESOLVED to:**

- 1) Reaffirm the application of the existing Menopause in the Workplace Policy; and
- 2) Re-publicise the existence of the policy to staff through normal internal communication channels.

**5 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.**

None.

**6 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:**

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(a)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing report on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12a of the Local Government Act 1972.

**7 COMMENCEMENT OF PROCESS FOR RECRUITMENT OF CHIEF EXECUTIVE**

The Service Manager Organisational Development presented a report, which had been circulated in advance of the meeting, setting out the process to recruit to the post of Chief Executive.

**RESOLVED:**

- 1) To confirm the decision to carry out a selection process to fill the vacant post of Chief Executive with immediate effect;
- 2) To confirm that the selection will be from an internal pool only for the business reasons detailed in the body of the report;
- 3) That subject to the process being internal-only that the pool be restricted to application from current internal officers covered by JNC for Chief Officers Conditions of Service only;
- 4) To confirm that the existing job description and person specification (shown at Appendix 2 to the report) be used as the basis of the selection process;
- 5) To confirm that the current salary band and performance related pay arrangements;
- 6) To confirm the role of specific Members and Officers in the selection process as set out in the proposals; and
- 7) Confirm the proposed timetable for the selection process.

**8 CONSULTATION COMMENCEMENT- BEREAVEMENT LEAVE**

The Service Manager Organisational Development introduced a report, which had been circulated in advance of the meeting, seeking authority to begin consultation with trade unions on amendments to the existing policy relating to leave granted for the death of a child in order to recognise the change in legislation applying from April 2020.

**RESOLVED:**

To support the proposed policy changes as detailed in the Senior Leadership Team report (Appendix 2 of Appendix A to the report) and endorse the commencement of the consultation and implementation process as described.

**9 CONSULTATION COMMENCEMENT- GMB CHARTER TO STOP DOMESTIC ABUSE**

The Service Manager Organisational Development introduced report, which was circulated in advance of the meeting, outlining proposed measures to meet the requirements of the GMB Charter to stop domestic abuse and to seek authority to put the proposals to the Joint Consultative and Safety Committee for agreement to progress.

**RESOLVED to:**

- 1) Support the measures proposed (responses to pledges) to meet the criteria of the GMB Charter to stop domestic abuse as reflected in the Council motion of 20 November 2019; and
- 2) Refer the proposals to the Joint Consultative and Safety Committee for comment prior to final consideration and implementation through this committee.

The meeting finished at 2.50 pm

Signed by Chair:  
Date:

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By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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