

Minutes of Policy & Finance Sub-Committee

Meeting Date: Tuesday, 10 April 2018, starting at 2.30pm
Present: Councillor K Hind (Chairman)

Councillors:

S Atkinson
A Brown
A Knox

In attendance: Chief Executive, Head of HR.

731 APOLOGIES

There were no apologies for absence from the meeting.

732 PUBLIC PARTICIPATION

There was no public participation.

733 MINUTES

The minutes of the meeting held on 19 February 2018 were approved as a correct record and signed by the Chairman.

734 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no declarations of pecuniary and non-pecuniary interest.

735 EXCLUSION OF PRESS AND PUBLIC

That by virtue of the following items of business being exempt information under Category 1 of Schedule 12A of the Local Government Act 1972 the press and public be now excluded from the meeting.

736 SHORTLISTING OF APPLICANTS

The Chief Executive and Head of HR had, in accordance with the agreed process, considered applications against the post Person Specification and recommended 4 applicants be shortlisted. The Head of HR had provided the panel with a short summary of reasons why the other applicants had not been shortlisted. The Chairman said he wanted to shortlist 8 candidates.

The Sub-Committee considered all the applications received and decided to interview 8 candidates.

RESOLVED: The 8 shortlisted candidates be invited to interview subject to checks being made with regard to qualifications.

737 PRESENTATION TOPIC

Committee discussed the presentation topic proposed and how it should fit in with the interview process. The interviews would take place over 2 days on 23 and 24 April 2018.

RESOLVED: Committee agreed on the presentation topic as outlined by the Head of HR with a minor amendment.

738 INTERVIEW QUESTIONS

The Head of HR circulated a list of proposed interview questions for Committee to consider. These were discussed and suggestions made for several additional questions.

RESOLVED: That Committee approve the interview questions as outlined with the suggested additions to be included.

The meeting closed at 4.00pm.

If you have any queries on these minutes please contact Jane Pearson (425111).