

# Cambridge City Council

## Employment (Senior Officer) Committee

**Date:** Tuesday, 28 March 2023

**Time:** 9.30 am

**Venue:** The Guildhall

**Contact:** [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk), tel:01223 457000

### Agenda

- 1 **Minutes of meeting held 1 March 2023** (Pages 3 - 6)
- 2 **Apologies and Declarations of Interest**
- 3 **Exclusion of the Public**

The meeting will contain information during which the public is likely to be excluded from the meeting subject to determination by the Committee following consideration of a public interest test. The exclusion would be made under paragraphs 1, 2 and 3 of part 1 of schedule 12A of the Local Government Act 1972.
- 4 **Interviews and selection for the Director level posts in the newly established Senior Management Structure**

To undertake interviews and a selection process for the posts of Director in the new Senior Management Structure. At its meeting on 1 March, the Committee agreed an interview panel of Councillors Collis, Davey and Porrer to interview candidates for the Director level posts.
- 5 **Date of Next Meeting**

Although there is currently no scheduled next meeting to note if another meeting is required as a consequence of senior management restructure, this will be arranged through correspondence.

**Employment (Senior Officer) Committee Members:** Bick, Collis, Davey, Moore, Porrer and A. Smith (Alternate: Healy)

Committee Terms of Reference are:

Appointed by:	From time to time in accordance with the wishes of the political groups.
Membership:	6 members allocated between political groups in accordance with the rules on political balance set out in the Local Government and Housing Act 1989
Chair/Vice Chair:	To be appointed by the members of the Committee.
Decision making:	By the majority of members present and voting. The Chair has a casting vote if required.

<p>Terms of Reference:</p>	<ol style="list-style-type: none"> <li>1. To deal with the recruitment to the post of Chief Executive and to recommend a selected applicant to Council for appointment.</li> <li>2. To recruit, appoint, take disciplinary action against and dismiss Directors</li> <li>3. To suspend and keep under review the Chief Executive, Directors, the Monitoring Officer or section 151 Chief Finance Officer whilst an investigation takes place into alleged misconduct.</li> <li>4. To take disciplinary action short of dismissal against the Chief Executive, the Monitoring Officer or section 151 Chief Finance Officer.</li> <li>5. To consider and if necessary recommend to Council to dismiss or terminate the employment of the Chief Executive, the Monitoring Officer or section 151 Chief Finance Officer.</li> <li>6. To make recommendations to Council with regard to proposals for salary or severance packages of £100,000 or more</li> </ol>
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5.1.1 Note: The committee will be governed by the provisions contained within Part 4I of the Constitution (Officer Employment Procedure Rules)