

**EMPLOYMENT (SENIOR OFFICER) COMMITTEE**

17 July 2013  
5.30 - 6.35 pm

**Present:** Councillors Benstead, Bick, Herbert, O'Reilly, Pippas and Smart

**Officers present:**

Chief Executive: Antoinette Jackson

Head of Human Resources: Deborah Simpson

<b>FOR THE INFORMATION OF THE COUNCIL</b>
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**13/1ESOC Appointment of Chair**

Councillor Bick was appointed as chair.

**13/2ESOC Apologies for Absence**

None were received.

**13/3ESOC Declarations of Interest**

None were declared.

**13/4ESOC Public Speakers**

There was none.

**13/5ESOC Exclusion of the Public**

Members of the public were excluded from the meeting on the grounds that, if they were present, there would be disclosure to them of information defined as exempt from publication by virtue of paragraph 1,2 & 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

**13/6ESOC Review of Timetable and of Appointment Process for proposed Head of Finance and Director of Business Transformation**

The proposed timetable and appointment process were considered and agreed.

The Head of HR was asked to evaluate the most cost-effective methods for advertising the posts externally, if required, to ensure a good range of candidates

**13/7ESOC Proposed job description for Head of Finance and Director of Business Transformation**

Comments were received on the proposed job descriptions for the Head of Finance and Director of Business Transformation and revisions were agreed.

**13/8ESOC Agenda items for and date of next meeting**

To be confirmed.

The meeting ended at 6.35 pm

**CHAIR**